

LIBRARY OF CONGRESS
FISCAL 2014 BUDGET JUSTIFICATION

SUBMITTED FOR USE OF THE COMMITTEES ON APPROPRIATIONS



**LIBRARY OF
CONGRESS**



View of the Thomas Jefferson Building from the U.S. Capitol, Provided by the Office of the Librarian



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LIBRARY OF CONGRESS OVERVIEW

FISCAL 2014

The Library of Congress is submitting a fiscal 2014 budget request to maintain current services funding levels, adjusted for inflation.

The Library along with the entire federal government is facing significant budget challenges. The most critical of these challenges before us at the time of submitting this request is sequestration. Although this budget does not reflect estimated funding levels under the potential sequester, this overview statement will address the impacts sequestration will have on the Library's mission and programs, if it takes effect. Even without these potential future budget challenges, the Library is grappling with the impacts deep budget cuts of recent years have had on the Library and its services to the Congress and to the nation.

The Library of Congress is the largest and most wide-ranging collection of the world's recorded knowledge ever assembled by any one institution, and also the closest thing to a mint record of the cultural and intellectual creativity of the American people. It was created and has been sustained for 213 years by the Congress of the United States. The Library has served the Congress directly for nearly 200 years with the nation's largest law library, and for nearly 100 years with its primary research arm, the Congressional Research Service.

The Congress's Library is in many ways an embodiment in the nation's capital of the distinctively American ideal of a knowledge-based democracy. The Library already has become a large-scale, free, educational resource for our K-12 educational system by placing online more than 37 million primary source digital files of the nation's history and culture together with clear explanations by Library curators.

For two decades the Congress's Library has been training teachers and librarians in the effective use of these multimedial resources. The Library's National Digital Library/American Memory project empowers teachers and motivates students. Even at surprisingly early ages, children begin asking their own questions rather than struggling to memorize somebody else's answers and often tuning out of learning altogether.

The Congress's Library, which is America's oldest federal cultural institution, has become a remarkably innovative institution for keeping American democracy dynamic

in the information age. The Library is doing all of this with 1,300 fewer staff than it had 20 years ago, before it began to put its collections online and to carry out a congressionally mandated national program that now has more than 290 partner institutions that help to preserve the growing tsunami of important material digitized elsewhere.

It will not be easy to sustain the Library's unique leadership role in the three core functions any library serves. Maintaining this leadership role is even more challenging for a library that serves all Americans by (1) acquiring important records of human knowledge and creativity, (2) preserving them, and (3) making them maximally accessible. "Memory, reason, and imagination" were the three categories into which Thomas Jefferson organized his private library, which became the seedbed for the Library of Congress's universal collections and unique curatorial staff.

The Library is close to the point where it may have to reduce significantly the three key services that it provides for the American people. This might involve further reduction to the Library's staff, which currently accounts for 65 percent of its overall annual budget and 90 percent of the budget of the Congressional Research Service. The Library has had virtually flat budgets in recent years and, if faced with another set of across-the-board cuts, the Library would risk a decline in its core services at precisely the time its mission is becoming more important than ever for America.

If, for example, the Library were to suspend for one year its subscription to a scientific publication that it had been acquiring over the past 50 years, it would lose not one fiftieth but one half of its usefulness, and the loss would never be fully recovered. Any further reduction in staff would severely weaken the Library's pioneering efforts to merge traditional and digital services into one source for the objective and comprehensive information needed by the Congress and the nation. The Library would be challenged to continue training knowledge navigators, the new type of librarian for the 21st century that would replicate for the future the wisdom and judgment of its world-class curators.

The Library is, quite simply, an irreplaceable asset for the United States. It is the nation's strategic information reserve. It was, for example, the only institution

anywhere able to give back to the Afghan people enough copies of historical records of their own legal past to resume a tradition that had been eradicated by the Taliban. And the Library possessed the only paper produced in the U.S. government that described, from an obscure Arabic periodical, the basic terrorist scenario that followed on 9/11, before it happened.

The Library of Congress is the largest legislative branch agency, and it uniquely provides four primary services for the nation, and, indeed the world: a de facto national library for the United States, the U.S. Copyright Office for innovative creators, the Congressional Research Service for the legislative and oversight work of the Congress, and a National Library Service for the Blind and Physically Handicapped.

The Library of Congress supports the entire library system of America with its cataloging standards and services, its multi-formatted preservation research, its creation and distribution of special reading materials for blind Americans, and the free access to primary documents of history and culture it provides for the American people both on-site and online.

The U.S. Copyright Office administers U.S. copyright law, publicly documents the ownership of American works, and plays a fundamental role in the \$890 billion segment of the U.S. economy that produces and distributes content.

The Congressional Research Service provides nonpartisan information and analysis of legislative and public policy issues to all Members of Congress

While some agencies are made up of bureaus or component organizations that could be cut out or scaled back without crippling the agency's ability to accomplish its mission, the Library of Congress is different. Nothing is ancillary. Each component relies on others—and benefits from the diversity and specialized expertise of our skilled workforce.

The role and potential of the Library of Congress is becoming even more important now than ever before in our history. Harnessing knowledge and creativity may well be more important to our economic future than anything else, but knowledge and creativity never stand still. The Library's work cannot stop or slow down severely, without beginning to degrade irreversibly its ability to sustain the nation's intellectual and creative capital.

Continuing to acquire a universal knowledge is, by necessity, a multicultural pursuit. Jefferson's library included material in more than a dozen languages, and the Library of Congress today has the most multi-

lingual and multi-formatted collection in a world that is becoming increasingly more diverse and globally interdependent.

The Library understands the imperative to cut government spending. The Library has been "doing more with less." Over the last five years the Library's total appropriation has increased only 2.6 percent, from \$613.5 million to \$629.2 million, and the staffing level supported by the Library's budget has declined by 340 FTEs over the same period.

Since fiscal 2010 the Library has sustained a reduction of \$52 million, or 8 percent of its base budget. This reduction does not include the effective additional cuts the Library has received because of increases in operating costs not addressed through cost-of-living and price-level increases. The Library has reduced staffing by 186 positions through the fiscal 2012 VERA/VSIP program and must now explore other possible ways to sustain the core mission without uniformly degrading all services across the institution.

Despite these efforts, the budget reductions of the past two years have had unavoidable negative impacts, such as:

- The loss of 24 CRS analysts and attorneys, including a key senior intelligence analyst and senior Asia specialist. CRS no longer has the flexibility to shift resources to develop new analytical capacity nor to extend or expand research capacity in demanding and complex areas such as health care, energy development, military weaponry and financial regulation.
- A 36 percent reduction in CRS expenditures for professional staff development and an 18 percent reduction in research materials such as subscriptions and databases.
- A 25 percent decrease in obligation levels for the purchase of library and law acquisitions and a 20 percent decrease in the number of items purchased with these funds.
- The loss of 22 staff providing curatorial service in multiple divisions.
- A decrease in the Library's production of catalog records by approximately 50 thousand in 2012. This affects every library in the United States that relies on the Library of Congress to create the catalog records that provide access to their own collections.
- Delays in processing copyright registrations, potentially leading to another backlog of pending claims and negatively affecting copyright-related commerce.

- A reduction of 50 percent in the Library's budget for converting its extraordinary collections into digital formats and making them freely available online to the American people. The reduction is partly the result of mandatory requirements to increase cyber security.

The Library is now preparing for a potential sequester and an additional budget reduction currently estimated at 5.3 percent.

Since such a high percentage of the Library's federal budget supports staff pay, it is not advisable to implement a 5.3 percent cut in fiscal 2013 through reductions in the Library's non-pay resources alone. The potential sequestration will have to be addressed through a combination of additional staffing reductions, the imposition of furlough days for all staff, and reductions in preservation work, information technology support, training, travel, supplies, equipment, and facilities management. Reductions made necessary by sequestration will require scaling back a wide range of programs, many of which fall under the rubric of core, mission-critical services that will directly affect the Congress and the American people.

Specific impacts of sequestration will include the following:

- 400 thousand or more collection items will not be acquired, resulting in gaps in the collections that may never be filled.
- The number of books we are able to preserve through mass deacidification will be reduced by as much as two-thirds, and the financial viability of the only company that provides these mass deacidification services is likely to be jeopardized.
- The binding of books will be severely reduced, resulting in damage to the collections and the curtailment of interlibrary loan, as well as a significant reduction in business for the Library's commercial binding vendors.
- Basic operational services such as security, cleaning, food, trash removal, and pest control will be cut back, lessening health and safety protections for staff and visitors.
- CRS will be unable to maintain current levels of coverage of public policy issues, response times to congressional requests will lengthen, and "rush" requests will be difficult to meet. CRS will also be unable to answer some requests that require certain data and research materials.
- The U.S. Copyright Office's registration program

will develop a backlog of Copyright claims awaiting processing and a related decrease in fee income to support ongoing operations. Copyright staff will have to curtail participation in some international negotiations and other policy efforts important to U.S. trade interests.

- The National Library for the Blind and Physically Handicapped will postpone the conversion of 5,000 legacy titles and decrease production of new titles from the expected number of 2,100 to 1,890. This reduction will reduce the availability of reading material provided to the blind and physically handicapped community.

Implementing employee furlough days is only a stopgap measure. Unless the Library also implements furloughs in fiscal 2014 and fiscal 2015, other mission-critical services will have to be further decreased or discontinued.

Despite the negative impacts of past and potential future budget cuts, the current budget environment has encouraged the entire Library to work better together in pursuit of Library-wide goals. In one example, the Library has made major strides in improving its Web presence in a unified effort that has brought together existing – not new – resources and expertise from across the institution. Its new beta site, **Congress.gov**, providing legislative information to the Congress and the American people, is an example of this collaborative work.

The Library's current principal budget needs include sustaining collection acquisitions, constructing preservation facilities at Ft. Meade, and providing for the critical services of the U.S. Copyright Office and of CRS expertise for the Congress.

Sustaining acquisitions is the basic prerequisite for fulfilling the Library's mission. The current budget environment has slowed the Library's acquisitions and preservation efforts, creating gaps in the collections that may never be recovered. This will affect the Library's capacity to provide research and analysis for the Congress and its ability to provide the American public with access to many materials that are unattainable anywhere else.

Continuing to implement the Ft. Meade master plan through the funding of Module 5 is essential for preserving and making accessible the Library's unparalleled collections. The master plan contemplates the construction of 13 collections storage modules, only four of which have been completed. This project is currently ten years behind schedule, and Module 5 is an urgent Library need to be funded through the Architect of the Capitol, under Library Buildings and Grounds, as

he has requested since 2010.

The U.S. Copyright Office administers the national copyright registration and recordation systems and serves as the principal advisor to the Congress on issues of domestic and international copyright policy, in accordance with Title 17 of the U.S. Code. The Office's electronic registration service directly supports both the nation's copyright commerce and our people's creative innovations. The current budget environment puts this service at risk of significant setbacks in active participation in policy efforts that are important to America's leadership in the information age.

Maintaining CRS' expertise is critical to fulfilling the Library's highest priority, service to the Congress, with timely, objective, authoritative, and confidential research and analysis in support of its legislative and oversight responsibilities.

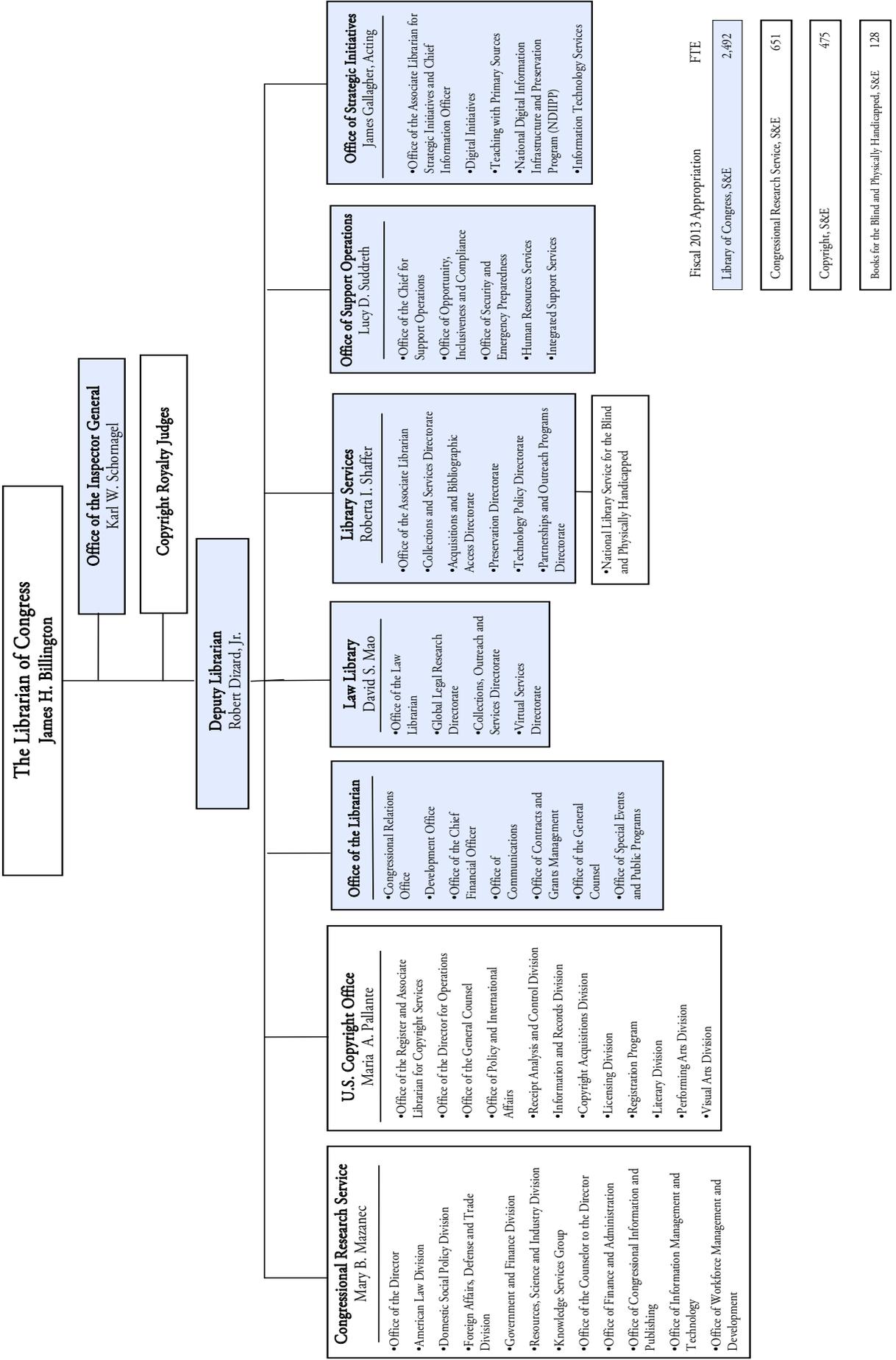
The budget reduction in fiscal year 2012 left CRS at its lowest staffing level in more than three decades. Although CRS has responded by expanding analysts' portfolios to cover expertise gaps, additional reductions will increase the difficulty of providing the specialized skills and policy expertise needed to support the growing demands placed upon the Congress. More than 10 thousand bills have typically been introduced in recent

Congresses along with hundreds of hearings. The Library will place a high priority on protecting services that CRS performs for the Congress in this and future budgets.

The Congress of the United States has been the greatest patron of a library in human history. Each year, the Library is privileged to serve directly all members and committees of Congress—and millions of Americans, often in ways that would otherwise be unavailable to them. The Library seeks to continue these services at the level of quality that distinguishes the institution. Through networks of partners, the Library can participate in new projects that will make new friends for America abroad, such as its free new World Digital Library in seven languages that has already been adopted by UNESCO and has attracted 30 million largely young viewers from around the world. The nation needs what the Library is uniquely doing.

The Library will work hard and work creatively with the funding the Congress provides—but with the fervent hope that history will not record that this one-of-a-kind, still-innovative and proactive creation of the Congress unintentionally and almost invisibly reached the point where it began a downhill slide from which it would never quite recover.

LIBRARY OF CONGRESS



Fiscal 2013 Appropriation	FTE
Library of Congress, S&E	2,492
Congressional Research Service, S&E	651
Copyright, S&E	475
Books for the Blind and Physically Handicapped, S&E	128

Total

3,746





SUMMARY TABLES

LIBRARY OF CONGRESS

Library of Congress Resource Summary (Dollars in thousands)

Appropriation/PPA	Fiscal 2012				Fiscal 2013 CR Base		Fiscal 2014 Request		Fiscal 2013/2014 Net Change		Percent Change
	Spending Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
Library of Congress, S&E											
Office of the Librarian	344	\$22,774	131	\$22,254	344	\$26,287	344	\$26,878	0	\$591	2.2%
Library Services	1,431	219,794	1,350	218,585	1,431	217,729	1,431	223,835	0	6,106	2.8%
Office of Strategic Initiatives	355	107,737	337	105,268	355	108,396	355	111,229	0	2,833	2.6%
Law Library	96	16,350	90	16,212	96	16,448	96	16,916	0	468	2.8%
Office of Support Operations	250	50,651	230	50,569	250	50,961	250	52,103	0	1,142	2.2%
Office of Inspector General	16	2,787	15	2,673	16	2,804	16	2,869	0	65	2.3%
Total Budget, LC, S&E	2,492	\$420,093	2,153	\$415,561	2,492	\$422,625	2,492	\$433,830	0	\$11,205	2.7%
CDS & Law Offsetting Collections		- 6,350		0		- 6,350		- 6,350		0	0.0%
Total, Approp, LC, S&E	2,492	\$413,743	2,153	\$415,561	2,492	\$416,275	2,492	\$427,480	0	\$11,205	2.7%
Copyright Office, S&E											
COP Basic	439	\$ 45,075	369	\$ 44,434	439	\$ 45,167	439	\$ 46,238	0	\$ 1,071	2.4%
COP Licensing	30	5,109	21	4,799	30	5,109	30	5,209	0	100	2.0%
COP Royalty Judges	6	1,466	6	1,253	6	1,473	6	1,505	0	32	2.2%
Total Budget, CO, S&E	475	\$ 51,650	396	\$ 50,486	475	\$ 51,749	475	\$ 52,952	0	\$ 1,203	2.3%
Basic offsetting collections		- 30,029		0		- 30,029		- 28,029		2,000	- 6.7%
Licensing offsetting collections		- 5,109		0		- 5,109		- 5,209		- 100	2.0%
CRJ offsetting collections		- 375		0		- 375		- 381		- 6	1.6%
Total, Approp, CO, S&E	475	\$ 16,137	396	\$ 50,486	475	\$ 16,236	475	\$ 19,333	0	\$ 3,097	19.1%
Congressional Research Service, S&E											
CRS, S&E	651	\$106,790	616	\$106,667	651	\$107,444	651	\$109,979	0	\$2,535	2.4%
Books for the Blind and Physically Handicapped, S&E											
BBPH, S&E	128	\$50,674	105	\$50,400	128	\$50,984	128	\$51,927	0	\$943	1.8%
Total Resource Summary, LC											
Total Budget	3,746	\$629,207	3,270	\$623,114	3,746	\$632,802	3,746	\$648,688	0	\$15,886	2.5%
Total Offsetting Collections		- 41,863		0		- 41,863		- 39,969		1,894	- 4.5%
Total Appropriations, LC	3,746	\$587,344	3,270	\$623,114	3,746	\$590,939	3,746	\$608,719	0	\$17,780	3.0%

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

Appropriation/PPA	Fiscal 2013 CR Base	Fiscal 2014							Fiscal 2014 Total Request
		Mandatory Pay Increases	Price Level	Sub-total	Non- Recurring	Current Services Request	Program Increases	Total Net Change	
Library of Congress, S&E									
Office of the Librarian	\$26,287	\$418	\$173	\$591	\$0	\$26,878	\$0	\$591	\$26,878
Library Services	217,729	4,011	2,095	6,106	0	223,835	0	6,106	223,835
Office of Strategic Initiatives	108,396	1,192	1,641	2,833	0	111,229	0	2,833	111,229
Law Library	16,448	274	194	468	0	16,916	0	468	16,916
Office of Support Operations	50,961	663	479	1,142	0	52,103	0	1,142	52,103
Office of Inspector General	2,804	58	7	65	0	2,869	0	65	2,869
Total Budget, LC, S&E	\$422,625	\$6,616	\$4,589	\$11,205	\$0	\$433,830	\$0	\$11,205	\$433,830
CDS & Law Offsetting Collections	- 6,350	0	0	0	0	- 6,350	0	0	- 6,350
Total Approp, LC, S&E	\$416,275	\$6,616	\$4,589	\$11,205	\$0	\$427,480	\$0	\$11,205	\$427,480
Copyright Office, S&E									
COP Basic	\$ 45,167	\$ 922	\$ 149	\$ 1,071	\$ 0	\$ 46,238	\$ 0	\$ 1,071	\$ 46,238
COP Licensing	5,109	58	42	100	0	5,209	0	100	5,209
COP Royalty Judges	1,473	26	6	32	0	1,505	0	32	1,505
Total, Budget, CO, S&E	\$ 51,749	\$ 1,006	\$ 197	\$ 1,203	\$ 0	\$ 52,952	\$ 0	\$ 1,203	\$ 52,952
Basic offsetting collections	- 30,029	0	0	0	2,000	- 28,029	0	2,000	- 28,029
Licensing offsetting collections	- 5,109	- 58	- 42	- 100	0	- 5,209	0	- 100	- 5,209
CRJ offsetting collections	- 375	0	- 6	- 6	0	- 381	0	- 6	- 381
Total, Approp, CO, S&E	\$16,236	\$948	\$149	\$1,097	\$2,000	\$19,333	\$0	\$3,097	\$19,333
Congressional Research Service, S&E									
CRS, S&E	\$107,444	\$2,218	\$317	\$2,535	\$0	\$109,979	\$0	\$2,535	\$109,979
Books for the Blind and Physically Handicapped, S&E									
BBPH, S&E	\$50,984	\$257	\$686	\$943	\$0	\$51,927	\$0	\$943	\$51,927
Total, Library of Congress									
Total Budget	\$632,802	\$10,097	\$5,789	\$15,886	\$0	\$648,688	\$0	\$15,886	\$648,688
Total Offsetting Collections	- 41,863	- 58	- 48	- 106	2,000	- 39,969	0	1,894	- 39,969
Total Appropriations	\$590,939	\$10,039	\$5,741	\$15,780	\$2,000	\$608,719	\$0	\$17,780	\$608,719

Library of Congress Summary by Object Class

(Dollars in Thousands)

Object Class	Fiscal 2012		Fiscal 2013 CR Base	Fiscal 2014 Request	Fiscal 2013/2014 Net Change	Percent Change
	Spending Plan	Actual Obligations				
00.0 Lapse Reserve	\$ 499	\$ 0	\$ 502	\$ 510	+ 8	1.6%
Total, Lapse Reserve	\$ 499	\$ 0	\$ 502	\$ 510	+ \$ 8	1.6%
11.1 Full-time permanent	\$307,405	\$305,111	\$313,809	\$321,215	+ \$ 7,406	2.4%
11.3 Other than full-time permanent	5,935	5,760	5,971	6,108	+ 137	2.3%
11.5 Other personnel compensation	777	719	781	803	+ 22	2.8%
11.5A Staff Awards ¹	2,231	2,148	2,245	2,297	+ 52	2.3%
11.8 Special personal services payment	405	471	407	417	+ 10	2.5%
12.1 Civilian personnel benefits	86,087	87,699	85,878	88,348	+ 2,470	2.9%
13.0 Benefits for former personnel	4,787	4,782	163	163	0	0.0%
Total, Pay	\$407,627	\$406,690	\$409,254	\$419,351	+ \$ 10,097	2.5%
21.0 Travel & transportation of persons	1,693	1,341	1,701	1,743	+ 42	2.5%
22.0 Transportation of things	594	486	597	609	+ 12	2.0%
23.1 Rental payments to GSA	5,084	5,435	5,116	5,567	+ 451	8.8%
23.2 Rental payments to others	734	779	737	767	+ 30	4.1%
23.3 Communication, utilities & misc charges	4,511	5,761	4,534	4,435	- 99	- 2.2%
24.0 Printing & reproduction	3,937	3,423	3,957	4,015	+ 58	1.5%
25.1 Advisory & assistance services	29,792	29,610	29,971	30,405	+ 434	1.4%
25.2 Other services	46,415	48,431	49,184	49,918	+ 734	1.5%
25.3 Other purch of gds & services from gov acc	12,066	9,679	10,300	10,548	+ 248	2.4%
25.4 Operation & maintenance of facilities	7,106	6,894	7,150	7,257	+ 107	1.5%
25.5 Research & development contracts	45	34	45	46	+ 1	2.2%
25.6 Medical care	20	20	20	20	0	0.0%
25.7 Operation & maintenance of equipment	21,179	18,666	21,305	22,890	+ 1,585	7.4%
25.8 Subsistence & support of persons	84	83	84	86	+ 2	2.4%
26.0 Supplies & materials	7,092	6,724	7,134	7,254	+ 120	1.7%
31.0 Equipment	74,735	74,045	75,180	76,677	+ 1,497	2.0%
41.0 Grants, subsidies & contributions	5,889	4,945	5,925	6,476	+ 551	9.3%
42.0 Insurance claims & indemnities	3	15	3	3	0	0.0%
94.0 Financial Transfers	102	53	103	111	+ 8	7.8%
Total, Non-Pay	\$221,081	\$216,424	\$223,046	\$228,827	+ \$ 5,781	2.6%
Total, Library of Congress	\$629,207	\$623,114	\$632,802	\$648,688	+ \$15,886	2.5%

¹ The 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 2014 Agency Request	
	FTE	Amount
Fiscal 2013 Continuing Resolution Base	3,746	\$632,802
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2014 @ 1.8%		5,622
Annualization of April 2013 pay raise @ .5%		2,063
Within-grade increases		1,829
Foreign Service Nationals (FSN) pay adjustment		385
Transit Subsidy Increase from \$230 to \$245		198
Total, Mandatory Pay and Related Costs	0	10,097
Price Level Changes		5,789
Program Increases	0	0
Net Increase/Decrease	0	\$ 15,886
Total Budget	3,746	\$648,688
Total Offsetting Collections	0	- 39,969
Total Appropriation	3,746	\$608,719

Library of Congress
Staffing Summary - On-Board/FTEs

Direct Funded by Appropriation/PPA	On-Board	FTEs			
	Fiscal 2012 Year-end Actual	Fiscal 2012 Actual FTE Usage	Fiscal 2013 CR Base	Fiscal 2014 Request	Change
Library of Congress, S&E					
Office of the Librarian	137	131	139	139	0
Library Services	1,399	1,350	1,431	1,431	0
Office of Strategic Initiatives	319	337	355	355	0
Law Library	92	90	96	96	0
Office of Support Operations	234	230	250	250	0
Office of the Inspector General	15	15	16	16	0
Unfunded LC, S&E FTE Reserve	0	0	205	205	0
Total, Library of Congress, S&E	2,196	2,153	2,492	2,492	0
Copyright Office, S&E					
COP Basic	370	369	439	439	0
COP Licensing	21	21	30	30	0
COP CRJ	6	6	6	6	0
Total, Copyright Office, S&E	397	396	475	475	0
Congressional Research Service, S&E					
CRS, S&E	620	616	651	651	0
Books for the Blind and Physically Handicapped, S&E					
BBPH, S&E	118	105	128	128	0
Total, Library of Congress					
Total, Library of Congress	3,331	3,270	3,746	3,746	0

Library of Congress
Fiscal 2014 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	\$1,210	\$185	\$ 388	\$ 45	\$1,828
2. Jan. 2014 Locality-based Comparability Pay Raise	3,580	578	1,313	152	5,623
3. Foreign Service Nationals (FSN) Pay Adjustment	385	-	-	-	385
4. Annualization of April 2013 Pay Raise	1,310	213	484	56	2,063
5. Transit Subsidy Increase	131	30	33	4	198
Total Mandatory Pay Increases	\$6,616	\$1,006	\$2,218	\$257	\$10,097

Explanation of Calculations

1. Within-grade (WIG) increases calculated against current on-board staff eligible for WIGs during fiscal 2014.
2. January 2014 pay raise calculated at 1.35% of pay base. (CBO Pay Rate of 1.8% X 9 months or 75%).
3. Pay adjustment for overseas Foreign Service nationals. Computation based on individual country rates, provided by the Department of State, applied to pay base. Country rates used for fiscal 2014 are as follows: Brazil - 5.4%; Egypt - 8%; Kenya - 6%; India - 9%; Pakistan - 16%; and Indonesia - 4.8%.
4. Annualization of April 2013 pay raise calculated at .5% of pay base.
5. Increase in transit subsidy monthly maximum to \$245. The Library's current transit subsidy base is funded at a monthly maximum of \$230.

Library of Congress
Fiscal 2014 Supplemental Data on Price Level Increases

(Dollars in Thousands)

Category	LC, S&E	CO, S&E	CRS, S&E	BBPH, S&E	Total
1. General inflationary increase	\$1,798	\$152	\$171	\$573	\$2,694
2. Field Office inflationary increase	330	-	-	-	330
3. Acquisitions of library materials inflation	627	-	-	-	627
4. Software maintenance	1,213	45	146	-	1,404
5. GSA Space Rental adjustment	151	-	-	113	264
6. National Film Preservation Foundation grant	470	-	-	-	470
Total Price Level Increases	\$4,589	\$197	\$317	\$686	\$5,789

Explanation of Calculations

1. General inflationary increase calculated using CBO rate of 1.5% of non-pay base for fiscal 2014 (except as noted below).
2. Inflationary increases for overseas Foreign Service nationals. Computation based on individual country rates, provided by the Department of State, applied to pay base. Country rates used for fiscal 2014 are as follows: Brazil - 5.4%; Egypt - 8%; Kenya - 6%; India - 9%; Pakistan - 16%; and Indonesia - 4.8%.
3. Inflationary rate for acquisition of library materials determined by annual study and/or actual historical rates. Rates used for fiscal 2014 are as follows: Books for the Law Library - 3.05%; Books for the General Collections (GENPAC) - 3.79%.
4. Software maintenance inflationary increase calculated using actual historical rate of 15% of software maintenance base.
5. GSA-managed leased space increase based on estimates provided by GSA for fiscal 2014.
6. Per P.L. 110-336, Sec. 3, (b)(1), increase grant to the National Film Preservation Foundation from \$530K to \$1M.

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

	Fiscal 2012 Actual	Fiscal 2013 CR Base	Fiscal 2014 Request
Total Appropriations			
Library of Congress	\$587,344	\$590,939	\$608,719
AOC - Library Buildings and Grounds	46,876	47,163	77,016
Subtotal, Appropriations	\$634,220	\$638,102	\$685,735
Receipts (Actual Collected and Estimated)			
Sales of catalog cards and publications	\$ 3,324	\$ 6,000	\$ 6,000
Collections to Global Legal Information Network	6	350	350
Copyright fees	26,797	30,029	28,029
Licensing and CRJ fees	5,484	5,484	5,590
Subtotal, Receipts	\$ 35,611	\$ 41,863	\$ 39,969
Non-Appropriated Funds			
Gift and Trust Funds ¹	\$ 13,824	\$ 16,248	\$ 17,485
Revolving Fund Revenue (Actual & Estimated)	88,264	176,957	183,079
Reimbursable Activities (Actual & Estimated)	1,654	2,000	2,500
Subtotal, Non-Appropriated Funds	\$103,742	\$195,205	\$203,064
Total Funds Available			
Total	\$773,573	\$875,170	\$928,768

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 2012 Actual	Fiscal 2013 Estimate	Fiscal 2014 Estimate
Statement of Receipts, Treasury Department General Fund Account			
Other miscellaneous receipts	\$295	\$250	\$250
Total Receipts into General Fund Account	\$295	\$250	\$250
Statement of Receipts, Payments to Copyright Owners			
Receipts from fees, Digital audio recording devices and media (DART)	\$3,222	\$3,351	\$3,485
Receipts from interest on investments in public debt securities (DART)	11	5	5
Total Receipts into Special Fund Account	\$3,233	\$3,356	\$3,490



LIBRARY OF CONGRESS, SALARIES AND EXPENSES

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

Appropriation/PPA	Fiscal 2012				Fiscal 2013 CR Base		Fiscal 2014 Request		Fiscal 2013/2014 Net Change		Percent Change
	Spending Plan		Actual Obligations		FTE	\$	FTE	\$	FTE	\$	%
	FTE	\$	FTE	\$							
Office of the Librarian	344	\$22,774	131	\$22,254	344	\$26,287	344	\$26,878	0	\$591	2.2%
Library Services	1,431	219,794	1,350	218,585	1,431	217,729	1,431	223,835	0	6,106	2.8%
Office of Strategic Initiatives	355	107,737	337	105,268	355	108,396	355	111,229	0	2,833	2.6%
Law Library	96	16,350	90	16,212	96	16,448	96	16,916	0	468	2.8%
Office of Support Operations	250	50,651	230	50,569	250	50,961	250	52,103	0	1,142	2.2%
Office of the Inspector General	16	2,787	15	2,673	16	2,804	16	2,869	0	65	2.3%
Total, LC, S&E	2,492	\$420,093	2,153	\$415,561	2,492	\$422,625	2,492	\$433,830	0	\$11,205	2.7%

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

Object Class	Fiscal 2012		Fiscal 2013 CR Base	Fiscal 2014 Request	Fiscal 2013/2014 Net Change	Percent Change
	Spending Plan	Actual Obligations				
00.0 Lapse Reserve	\$ 499	\$ 0	\$ 502	\$ 510	+ 8	1.6%
Total, Lapse Reserve	\$ 499	\$ 0	\$ 502	\$ 510	+ \$ 8	1.6%
11.1 Full-time permanent	\$196,115	\$194,393	\$200,223	\$205,043	+ \$4,820	2.4%
11.3 Other than full-time permanent	3,686	3,717	3,709	3,795	+ 86	2.3%
11.5 Other personnel compensation	737	707	740	762	+ 22	3.0%
11.5A Staff Awards ¹	1,492	1,482	1,502	1,536	+ 34	2.3%
11.8 Special personal services payment	405	426	407	417	+ 10	2.5%
12.1 Civilian personnel benefits	55,416	56,960	55,055	56,699	+ 1,644	3.0%
13.0 Benefits for former personnel	3,025	3,021	126	126	0	0.0%
Total, Pay	\$260,876	\$260,706	\$261,762	\$268,378	+ \$6,616	2.5%
21.0 Travel & transportation of persons	1,150	930	1,157	1,190	+ 33	2.9%
22.0 Transportation of things	541	417	544	555	+ 11	2.0%
23.1 Rental payments to GSA	3,272	3,306	3,292	3,630	+ 338	10.3%
23.2 Rental payments to others	429	429	432	457	+ 25	5.8%
23.3 Communication, utilities & misc charges	3,158	4,848	3,177	3,058	- 119	- 3.7%
24.0 Printing & reproduction	2,628	2,139	2,642	2,680	+ 38	1.4%
25.1 Advisory & assistance services	27,471	26,904	27,637	28,036	+ 399	1.4%
25.2 Other services	32,125	35,207	34,777	35,293	+ 516	1.5%
25.3 Other purch of gds & services from gov acc	10,961	8,836	9,255	9,487	+ 232	2.5%
25.4 Operation & maintenance of facilities	7,066	6,867	7,109	7,217	+ 108	1.5%
25.6 Medical care	20	20	20	20	0	0.0%
25.7 Operation & maintenance of equipment	19,194	16,726	19,311	20,694	+ 1,383	7.2%
25.8 Subsistence & support of persons	48	12	49	50	+ 1	2.0%
26.0 Supplies & materials	3,340	2,987	3,360	3,424	+ 64	1.9%
31.0 Equipment	41,321	40,214	41,568	42,561	+ 993	2.4%
41.0 Grants, subsidies & contributions	5,889	4,945	5,925	6,476	+ 551	9.3%
42.0 Insurance claims & indemnities	3	15	3	3	0	0.0%
94.0 Financial transfers	102	53	103	111	+ 8	7.8%
Total, Non-Pay	\$158,718	\$154,855	\$160,361	\$164,942	+ \$4,581	2.9%
Total, Library of Congress, S&E	\$420,093	\$415,561	\$422,625	\$433,830	+ \$11,205	2.7%

¹ The 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 2014 Agency Request	
	FTE	Amount
Fiscal 2013 Continuing Resolution Base	2,492	\$422,625
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2014 @ 1.8%		3,580
Annualization of April 2013 pay raise @ .5%		1,310
Within-grade increases		1,210
Foreign Service Nationals (FSN) pay adjustment		385
Transit Subsidy Increase from \$230 to \$245		131
Total, Mandatory Pay and Related Costs	0	6,616
Price Level Changes		4,589
Program Increases	0	0
Net Increase/Decrease	0	\$ 11,205
Total Budget	2,492	\$433,830
Total Offsetting Collections	0	- 6,350
Total Appropriation	2,492	\$427,480





Office of the Librarian

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

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

Object Class	Fiscal 2012		Fiscal 2013 CR Base	Fiscal 2014 Request	Fiscal 2013/2014 Net Change	Percent Change
	Spending Plan	Actual Obligations				
00.0 Lapse Reserve	\$ 499	\$ 0	\$ 502	\$ 510	+ \$ 8	1.6%
Total, Lapse Reserve	\$ 499	\$ 0	\$ 502	\$ 510	+ \$ 8	1.6%
11.1 Full-time permanent	\$12,899	\$12,916	\$13,028	\$13,332	+ \$304	2.3%
11.3 Other than full-time permanent	233	274	235	240	+ 5	2.1%
11.5 Other personnel compensation	265	273	267	273	+ 6	2.2%
12.1 Civilian personnel benefits	4,183	4,551	3,510	3,613	+ 103	2.9%
13.0 Benefits for former personnel	175	146	126	126	0	0.0%
Total, Pay	\$17,755	\$18,160	\$17,166	\$17,584	+ \$418	2.4%
21.0 Travel & transportation of persons	49	36	50	50	0	0.0%
22.0 Transportation of things	57	35	57	58	+ 1	1.8%
23.3 Communication, utilities & misc charges	167	131	168	170	+ 2	1.2%
24.0 Printing & reproduction	226	139	227	230	+ 3	1.3%
25.1 Advisory & assistance services	2,066	2,228	2,079	2,110	+ 31	1.5%
25.2 Other services	1,394	706	5,479	5,561	+ 82	1.5%
25.3 Other purch of gds & services from gov acc	30	31	25	25	0	0.0%
25.7 Operation & maintenance of equipment	269	626	271	312	+ 41	15.1%
26.0 Supplies & materials	140	81	141	144	+ 3	2.1%
31.0 Equipment	119	77	119	121	+ 2	1.7%
42.0 Insurance claims & indemnities	3	4	3	3	0	0.0%
Total, Non-Pay	\$4,520	\$4,094	\$8,619	\$8,784	+ \$165	1.9%
Total, Office of the Librarian	\$22,774	\$22,254	\$26,287	\$26,878	+ \$591	2.2%

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

	Fiscal 2014 Agency Request	
	FTE	Amount
Fiscal 2013 Continuing Resolution Base	344	\$26,287
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2014 @ 1.8%		240
Annualization of April 2013 pay raise @ .5%		88
Within-grade increases		82
Transit Subsidy Increase from \$230 to \$245		8
Total, Mandatory Pay and Related Costs	0	418
Price Level Changes		173
Program Increases	0	0
Net Increase/Decrease	0	\$ 591
Total Budget	344	\$26,878
Total Offsetting Collections	0	0
Total Appropriation	344	\$26,878

Office of the Librarian

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2014 BUDGET REQUEST

The Library is requesting a total of **\$26.878 million** for the Office of the Librarian in fiscal 2014, a net increase of \$0.591 million, or 2.2 percent, over fiscal 2013. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2012				Fiscal 2013 CR Base		Fiscal 2014 Request		Fiscal 2013/2014 Net Change		Percent Change
	Spending Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
LIBN	344	\$22,774	131	\$22,254	344	\$26,287	344	\$26,878	0	\$591	2.2%

PROGRAM OVERVIEW

The Office of the Librarian provides leadership to the Library, overseeing the implementation and management of the Library's mission to support the Congress in fulfilling its constitutional duties and to further the progress of knowledge and creativity for the benefit of the American people. The Librarian of Congress, the Deputy Librarian of Congress, and program and administrative staff provide executive management. The Librarian of Congress chairs the Library's Executive Committee (EC). The Librarian's Office is responsible for the following offices:

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

Development Office (DEV/O): Conducts, coordinates, and tracks fundraising activities to support the Librarian's priorities, spanning 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, 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/Public Affairs Office (OC/PAO): Maintains, develops, enhances, and expands the

Library's communications and public relations functions with the Congress, the American public, news media, and Library employees.

Office of Contracts and Grants Management (OCGM): Acquires goods and services for all Library units; awards and administers contracts, grants, funded cooperative agreements, and fellowships; procures databases and publications 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 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 2012 Priority Activities

The Congressional Relations Office (CRO) presented Library legislative proposals to the Committee on House Administration, Senate Committee on Rules and Administration, and the Joint Committee on the Library to improve operations and programs. CRO assisted in preparing the Library for two Committee on House Administration, Subcommittee on Oversight hearings. CRO provided timely responses to Congressional Member offices and constituent inquiries and facilitated support for the fiscal 2013 budget. Library senior managers met with oversight committee staff on issues

of interest, particularly in the area of new Library technologies, and led Congressional staff site visits to Library facilities. Members and Congressional staff were kept informed of Library programs, resources, services, and events through enhanced outreach techniques. Collaborations with the Library of Congress Caucus strengthened relationships with Members who have a particular interest in the Library. CRO kept senior managers updated on legislative issues of interest to the Library, consulted with service units regarding projects affecting the Library's service to Congress, and added new and updated content to the intranet site (LCnet) that is available exclusively to Members of Congress and their staff for obtaining information and services from the Library.

The Development Office supported the Librarian's efforts to secure funding from the private sector for projects such as the twelfth annual National Book Festival. The Development Office worked to fund a major photographic collection documenting present-day California, which will be available, copyright-free, on the Library's web site. The Development Office also secured funding for the first International Summit of the Book, held in December, 2012, and also provided management of the James Madison Council, an advisory board that contributes financial backing and ideas to support and develop the Library's collections and funding for the World Digital Library, the Junior Fellows Program, and an exhibition featuring the Library's Armenian collections. The Development Office's goals were advanced through effective prospecting, donor development, stewardship, and coordination with offices throughout the Library.

The Office of the Chief Financial Officer (OCFO) completed implementation of the planning and budgeting framework developed in fiscal 2011. This framework has enhanced accountability for and improved measurement of progress toward achieving the Strategic Plan goals and related outcomes. For example, during fiscal 2012, the Deputy Librarian chaired regular performance meetings to track and measure progress, establishing clear lines of accountability for achieving results called for in the Strategic Plan. OCFO also made progress in implementing an institution-wide budget system that provides spending plan data from all Library service units. The data assists senior management in making spending decisions at the institution level, rather than at the service unit level.

The Web Governance Board (WGB) maintained oversight of the work to implement the Library's information architecture strategy that included the release of a beta legislative information system, **Congress.**

gov, and improvements to the search and navigation of national library content.

During fiscal 2012, the Library hired a new Director of Communications. The Office of Communications revived and renewed a public magazine, called the *Library of Congress Magazine* (LCM), and provided public relations support and backing to a myriad of Library initiatives and events. Some of the fiscal 2012 activities included the rollout of the new **Congress.gov** beta web site, announcements of a new Poet Laureate, the Gershwin Prize for Popular Song, and Kluge Prize recipients, events such as the National Book Festival, and major acquisitions including the Carl Sagan papers and the Lee Strasberg papers. The Office of Communications issued more than 240 news releases supporting Library programs and garnered coverage by media outlets, which included the Washington Post, the New York Times, Associated Press, NBC Nightly News, CBS Evening News and PBS Newshour. The Office of Communications continued expanding public outreach through social media outlets, including blogs, Facebook, Twitter, Flickr, YouTube, and iTunesU, and kept the Library's staff informed through published information in the weekly *Library of Congress Gazette*.

The major focus of the Office of Contracts and Grants Management was on improving productivity, quality control, and collaboration among the Library's program managers, legal counsel, financial managers, and contracting officers. Management and staff changes were implemented to ensure that the multitude of goods and services necessary to support the Library's mission was acquired through a disciplined process that avoided a rush of unfinished work at the end of the fiscal year. The Office also placed additional emphasis on utilizing competition in the contracting process.

The Office of the General Counsel (OGC) met its primary goal of anticipating and meeting the Library's legal needs, managing the legal aspects of budget developments, human capital management, records management planning, collection acquisitions, the WGB, the National Book Festival, eDeposit, and web archiving. OGC also worked on the legal aspects of the triennial Digital Millennium Copyright Act (DMCA) anti-circumvention rulemaking. The OGC began work with Library management to improve the Library's contracting operations. OGC also engaged in substantial litigation, in particular on the constitutional challenges to the Copyright Royalty Judges and pending employment discrimination cases, one of which required an appeal to the District of Columbia Circuit.

The Office of Special Events and Public Programs

coordinated 325 special events consisting of 542 segments (i.e., multi-day events or numerous subevents on a single day). These included 163 Library-sponsored events held in various library spaces. The office also coordinated 88 Congressional events held at the Library. A number of events sponsored by either the Library or outside organizations involved the participation of Heads of State, Members of the Supreme Court, Cabinet members, and Ambassadors.

Fiscal 2013 Priority Activities

The Librarian's Office will continue to oversee Library management and track progress made on the priorities established in fiscal 2012.

The Congressional Relations Office will continue to strengthen relationships between the Congress and the Library in particular through collaborations with the Library of Congress Caucus, outreach about Library programming, and visits to the offices of the new Members of the 113th Congress. CRO will present legislative proposals and requests for approvals to the Committee on House Administration, Senate Committee on Rules and Administration, and the Joint Committee on the Library. CRO will meet with oversight committee staff on issues of interest, including providing briefings, demonstrations, and site visits. CRO will facilitate support for the fiscal 2014 budget, inform Congressional offices and committees of Library programs, resources, services and events, and provide timely responses to Congressional inquiries. On a regular basis, senior managers will be informed of legislative issues affecting the Library and consulted on projects affecting the Library's service to Congress. CRO will continue to build out the intranet site (LCnet) available only to Congressional offices.

The Development Office will continue to support the Librarian's efforts to raise funds for a broad range of programs including the National Book Festival, acquisitions and development of the collections, exhibitions, special outreach programs, internships, symposia, conferences and scholarly programs, electronic initiatives, and special publications. The Development Office will seek to strengthen the James Madison Council and foster support for the Library among foundations, corporations, and individuals. The Development Office will work to develop a formal planned giving program for the Library. The Office will focus on refining policies and procedures related to fundraising and coordinating fundraising activities across the institution.

The OCFO's implementation of the planning and budgeting framework and the budget system will

increasingly provide senior leadership with useful and timely information that will aid them in making strategic programmatic and management decisions and in allocating resources effectively to support the Library's core mission and priority objectives. The Library also will update its Strategic Plan in fiscal 2013, ensuring that all of the Library programs and efforts are addressed in the plan and regularly evaluated for effectiveness. OCFO will work with the Architect of the Capitol (AOC) to perform a gap analysis to determine whether the AOC should join the Library's financial management system environment as part of a process to consolidate services, achieve efficiencies, and realize cost savings across the Legislative Branch.

The WGB will continue its oversight of the ongoing implementation of the Library's information architecture strategy. The WGB will ensure that key performance indicators and user satisfaction measurements inform decisions concerning the design and content of the web presence. The WGB will develop governance structures that facilitate the maintenance and enrichment of the new web presence.

The Office of Communications will continue to provide media support to Library initiatives, including the major exhibition *The Civil War in America*, the 100th anniversary of the Constitution Annotated and high-profile acquisitions and other annual initiatives. The Office of Communications will publish the 2012 Annual Report and weekly Gazette, develop original content for the Library's main blog, and build upon the successful launch of the LCM by exploring additional distribution channels and the feasibility of an app version to maximize outreach. The Office of Communications will assess its internal communications and social media efforts to ensure quality, efficiency, effectiveness, and the feasibility of expanding multimedia content to supplement social media channels and the LCM. The Office of Communications will identify and implement opportunities for maximizing National Book Festival outreach and branding efforts by applying these strategies to other Library events and goals.

Further improvements in the Office of Contracts and Grants Management will include streamlining management to improve oversight and accountability, developing functional expertise in the contracting teams, increasing the professional expertise of contracting specialists, implementing more formal work processes, and improving the management of workload. The Office will continue to review the effectiveness of all contributors to the contracting process and to initiate efforts to achieve better performance, with enhanced acquisition planning a top priority. In addition, the

Office will expand the practical training provided to Contract Specialists and Contracting Officers' Representatives beyond past efforts, carrying out the training in conjunction with the work necessary to complete the contracts and grants that support the Library's mission.

The Office of the General Counsel will focus on legal aspects of budget developments, human capital management, contracting, records management, acquisitions for the collections, the National Book Festival, third party digitization policy, digital research access, eDeposit, and orphan works. The OGC will continue work on the standardization of gift, deposit, and cooperative agreements and of legal forms used throughout the Library, including surplus property, passes, permissions, and releases. Fiscal 2013 may require substantial litigation work, in particular on a significant case on First Amendment issues, and employment discrimination cases. The OGC will continue to work with management on improving the Library's contracting operations – training contracting officers and program officials, developing and documenting contracting policies and procedures, and identifying opportunities to introduce strategic sourcing and other efficiencies into the process. The OGC will continue to assess the legal sufficiency of Library contracts, and, in its recently re-established role as the Library's Competition Advocate, will promote full and open competition and the use of commercial items.

The Office of Special Events and Public Programs will continue to coordinate a broad range of special events, both at the Library and at off-site venues, 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. Major events the office will coordinate during fiscal 2013, some involving multiple segments, include the Gershwin Prize for Popular Song, meetings of the Madison Council, the National Book Festival, the American Society of Composers, Authors and Publishers (ASCAP), and events sponsored by outside organizations that have supported various Library initiatives or donated major collections, such as the Herblock Foundation.

Fiscal 2014 Priority Activities

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

The Congressional Relations Office will continue to strengthen relationships between the Congress and the Library; continue to present legislative proposals

and requests for approvals to Committee on House Administration, Senate Committee on Rules and Administration, and the Joint Committee on the Library, and continue to meet with oversight committee staff on issues of interest including providing briefings, demonstrations, and site visits. CRO will facilitate support for the fiscal 2015 budget; inform Congressional offices and committees of Library programs, resources, services, and events; and provide timely responses to Congressional inquiries. CRO will continue to build out the intranet site (LCnet) available only to Congressional offices.

The Development Office 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, special outreach programs, internships, symposia, conferences and scholarly programs, electronic initiatives, and special publications. The Development Office will seek to strengthen the James Madison Council as well as foster support for the Library among foundations, corporations, and individuals and will work to further internal coordination of fundraising activities within the institution.

With the OCFO playing a key coordinating role, the Library will continue to use and refine the planning and budgeting framework to ensure that the entire Library is directing a common focus on achieving the discrete intended results of its Strategic Plan. The budget system, administered by OCFO, will be fully operational in fiscal 2013 and will give senior leadership concrete data on spending across the Library that will inform decisions on the allocation of declining resources to the highest priority objectives. Depending on the outcome of the fiscal 2013 gap analysis and the availability of resources, OCFO will begin the process of migrating the AOC's financial data into the Library's central financial management system environment in fiscal 2014.

The WGB will oversee further improvements to the user experience and continued implementation of the information architecture strategy. The web presence search, navigation, and presentation will be refined to enhance access to legislative data, Library content and services, and Copyright Office services and records.

The Office of Communications will continue to provide media support to Library programs and initiatives, publish the LCM and Annual Report, and maintain and develop social media channels and content. The Office of Communications will work toward implementing modifications and enhancements resulting from fiscal 2013 assessments in internal communications, LCM distribution and app enhancements, multi-media content

development, and expansion of the National Book Festival brand and outreach.

The Office of Contracts and Grants Management's evaluation of efficiency and effectiveness will be ongoing, with specific actions leading to higher standards of operation dependent on progress achieved in fiscal 2013. It will be necessary to continue the efforts of previous years to reinforce new practices and lessons learned. As in previous years, the timely and accurate award of contracts and grants will be of paramount importance.

The Office of the General Counsel will continue to

focus on legal aspects of budget developments, human capital management, contracting, records management, facilities, legislation and regulations, the National Book Festival, digital collections issues, collection acquisitions, and defending the Library in litigation, employment discrimination and contract cases.

The Office of Special Events and Public Programs 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 2012				Fiscal 2013 CR Base		Fiscal 2014 Request		Fiscal 2013/2014 Net Change		Percent Change
	Spending Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	
Associate Librarian for Library Services (ALLS)											
ALLS	22	\$ 7,052	24	\$ 5,950	22	\$ 7,095	22	\$ 7,232	0	\$ 137	1.9%
American Folklife Center	23	3,488	20	3,259	23	3,509	23	3,585	0	76	2.2%
Veterans History Project	26	2,321	19	1,916	26	2,335	26	2,386	0	51	2.2%
Total, ALLS	71	\$ 12,861	63	\$ 11,125	71	\$ 12,939	71	\$ 13,203	0	\$ 264	2.0%
Acquisitions and Bibliographic Access (ABA)											
Total, Acq & Bib Acc	494	\$ 86,098	475	\$ 86,641	494	\$ 84,967	494	\$ 87,634	0	\$ 2,667	3.1%
Collections and Services (CS)											
Collections & Services	528	\$ 62,120	499	\$ 63,309	528	\$ 60,785	528	\$ 62,662	0	\$ 1,877	3.1%
Packard Campus	112	19,083	109	19,012	112	19,200	112	19,661	0	461	2.4%
Total, Collections & Services	640	\$ 81,203	608	\$ 82,321	640	\$ 79,985	640	\$ 82,323	0	\$ 2,338	2.9%
Partnerships and Outreach Programs (POP)											
Partnerships & Outreach Prgms	52	\$ 5,966	46	\$ 5,954	52	\$ 6,003	52	\$ 6,145	0	\$ 142	2.4%
Cat Dist Service	21	6,000	18	3,815	21	6,000	21	6,000	0	0	0.0%
Total, Part & Outreach Prgm	73	\$ 11,966	64	\$ 9,769	73	\$ 12,003	73	\$ 12,145	0	\$ 142	1.2%
Preservation (PRES)											
Preservation	102	\$ 13,886	98	\$ 14,226	102	\$ 13,971	102	\$ 14,271	0	\$ 300	2.1%
Mass Deacid Prgm	0	5,664	0	6,680	0	5,699	0	5,785	0	86	1.5%
Total, Preservation	102	\$ 19,550	98	\$ 20,906	102	\$ 19,670	102	\$ 20,056	0	\$ 386	2.0%
Technology Policy (TECH)											
Technology Policy	51	\$ 8,116	42	\$ 7,823	51	\$ 8,165	51	\$ 8,474	0	\$ 309	3.8%
Total, Library Services (LS)											
Total, Library Services	1,431	\$ 219,794	1,350	\$ 218,585	1,431	\$ 217,729	1,431	\$ 223,835	0	\$ 6,106	2.8%

Library Services
Summary By Object Class
(Dollars in Thousands)

Object Class	Fiscal 2012		Fiscal 2013 CR Base	Fiscal 2014 Request	Fiscal 2013/2014 Net Change	Percent Change
	Spending Plan	Actual Obligations				
11.1 Full-time permanent	\$115,936	\$115,525	\$118,951	\$121,877	+ \$2,926	2.5%
11.3 Other than full-time permanent	2,930	2,816	2,947	3,016	+ 69	2.3%
11.5 Other personnel compensation	1,051	1,053	1,057	1,085	+ 28	2.6%
11.8 Special personal services payment	22	21	22	23	+ 1	4.5%
12.1 Civilian personnel benefits	32,374	33,066	32,570	33,557	+ 987	3.0%
13.0 Benefits for former personnel	2,300	2,325	0	0	0	0.0%
Total, Pay	\$154,613	\$154,806	\$155,547	\$159,558	+ \$4,011	2.6%
21.0 Travel & transportation of persons	726	611	730	757	+ 27	3.7%
22.0 Transportation of things	468	372	470	481	+ 11	2.3%
23.1 Rental payments to GSA	65	72	65	75	+ 10	15.4%
23.2 Rental payments to others	418	391	421	457	+ 36	8.6%
23.3 Communication, utilities & misc charges	793	728	797	816	+ 19	2.4%
24.0 Printing & reproduction	2,070	1,781	2,081	2,111	+ 30	1.4%
25.1 Advisory & assistance services	9,498	9,607	9,553	9,681	+ 128	1.3%
25.2 Other services	11,869	12,293	10,285	10,439	+ 154	1.5%
25.3 Other purch of gds & services from gov acc	8,693	6,893	7,018	7,214	+ 196	2.8%
25.4 Operation & maintenance of facilities	8	6	8	9	+ 1	12.5%
25.7 Operation & maintenance of equipment	3,217	2,626	3,236	3,494	+ 258	8.0%
25.8 Subsistence & support of persons	49	12	49	50	+ 1	2.0%
26.0 Supplies & materials	2,642	2,414	2,658	2,711	+ 53	2.0%
31.0 Equipment	23,884	25,242	24,025	24,716	+ 691	2.9%
41.0 Grants, subsidies & contributions	679	678	683	1,155	+ 472	69.1%
94.0 Financial transfers	102	53	103	111	+ 8	7.8%
Total, Non-Pay	\$ 65,181	\$ 63,779	\$ 62,182	\$ 64,277	+ \$2,095	3.4%
Total, Library Services	\$219,794	\$218,585	\$217,729	\$223,835	+ \$6,106	2.8%

Library Services
Analysis of Change
(Dollars in Thousands)

	Fiscal 2014 Agency Request	
	FTE	Amount
Fiscal 2013 Continuing Resolution Base	1,431	\$217,729
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2014 @ 1.8%		2,075
Annualization of April 2013 pay raise @ .5%		765
Within-grade increases		707
Foreign Service Nationals (FSN) pay adjustment		385
Transit Subsidy Increase from \$230 to \$245		79
Total, Mandatory Pay and Related Costs	0	4,011
Price Level Changes		2,095
Program Increases	0	0
Net Increase/Decrease	0	\$ 6,106
Total Budget	1,431	\$223,835
Total Offsetting Collections	0	- 6,000
Total Appropriation	1,431	\$217,835



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 2012		Fiscal 2013 CR Base	Fiscal 2014 Request	Fiscal 2013/2014 Net Change	Percent Change
	Spending Plan	Actual Obligations				
11.1 Full-time permanent	\$5,640	\$5,660	\$5,700	\$5,833	+ \$133	2.3%
11.3 Other than full-time permanent	120	114	121	124	+ 3	2.5%
11.5 Other personnel compensation	85	82	85	87	+ 2	2.4%
12.1 Civilian personnel benefits	1,494	1,589	1,503	1,547	+ 44	2.9%
13.0 Benefits for former personnel	25	25	0	0	0	0.0%
Total, Pay	\$7,364	\$7,470	\$7,409	\$7,591	+ \$182	2.5%
21.0 Travel & transportation of persons	98	61	98	100	+ 2	2.0%
22.0 Transportation of things	170	151	171	174	+ 3	1.8%
23.3 Communication, utilities & misc charges	318	235	320	325	+ 5	1.6%
24.0 Printing & reproduction	316	264	318	323	+ 5	1.6%
25.1 Advisory & assistance services	592	884	595	604	+ 9	1.5%
25.2 Other services	1,811	546	1,825	1,852	+ 27	1.5%
25.3 Other purch of gds & services from gov acc	305	235	304	308	+ 4	1.3%
25.7 Operation & maintenance of equipment	25	19	25	26	+ 1	4.0%
25.8 Subsistence & support of persons	24	12	24	24	0	0.0%
26.0 Supplies & materials	183	71	185	187	+ 2	1.1%
31.0 Equipment	1,506	1,029	1,515	1,537	+ 22	1.5%
41.0 Grants, subsidies & contributions	149	148	150	152	+ 2	1.3%
Total, Non-Pay	\$5,497	\$3,655	\$5,530	\$5,612	+ \$ 82	1.5%
Total, Associate Librarian for Library Services	\$12,861	\$11,125	\$12,939	\$13,203	+ \$264	2.0%

Associate Librarian for Library Services

Analysis of Change

(Dollars in Thousands)

	Fiscal 2014 Agency Request	
	FTE	Amount
Fiscal 2013 Continuing Resolution Base	71	\$12,939
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2014 @ 1.8%		104
Annualization of April 2013 pay raise @ .5%		39
Within-grade increases		36
Transit Subsidy Increase from \$230 to \$245		3
Total, Mandatory Pay and Related Costs	0	182
Price Level Changes		82
Program Increases	0	0
Net Increase/Decrease	0	\$ 264
Total Budget	71	\$13,203
Total Offsetting Collections	0	0
Total Appropriation	71	\$13,203

Associate Librarian for Library Services

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2014 BUDGET REQUEST

The Library is requesting a total of **\$13.203 million** for the Office of the Associate Librarian for Library Services in fiscal 2014, an increase of \$0.264 million, or 2 percent, over fiscal 2013. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2012				Fiscal 2013 CR Base		Fiscal 2014 Request		Fiscal 2013/2014 Net Change		Percent Change
	Spending Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
LS_ALLS	71	\$12,861	63	\$11,125	71	\$12,939	71	\$13,203	0	\$264	2.0%

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) and Veterans History Project (VHP). Under the leadership of the Associate Librarian, these programs develop, describe, preserve, sustain, and provide access to the Library's universal collection of knowledge and creativity.

ALLS has established a framework for LS program management to meet five 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.
- Manage for results.

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

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

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

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

Fiscal 2012 Priority Activities

ALLS continued to focus on its highest priorities, including sustaining and preserving the Library's collections, acquiring and describing new knowledge including digital content and providing access to items in the collections. ALLS continued its assessment of operations and priorities. Operational changes in fiscal 2012 included the appointment of a collection development officer and near completion of a plan to establish a formal collection development office.

Fiscal 2013 Priority Activities

ALLS' highest priority will continue to be to sustain, preserve, acquire, describe, and provide access to the collections. ALLS will implement the planned establishment of the collection development office and will develop a plan for assuring a skilled workforce. ALLS will continue to work with other service units to maximize the use of technology in the acquisition, access, and preservation of research materials.

Fiscal 2014 Priority Activities

ALLS will remain focused on collecting and preserving the record of America's creativity and the world's knowledge, providing the most effective methods of connecting users to the collections, and providing leadership and services to the library and information community. ALLS will work to ensure that the LS workforce has the necessary skills and agility to adapt to a changing work environment.



Acquisitions and Bibliographic Access

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

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

Object Class	Fiscal 2012		Fiscal 2013 CR Base	Fiscal 2014 Request	Fiscal 2013/2014 Net Change	Percent Change
	Spending Plan	Actual Obligations				
11.1 Full-time permanent	\$45,131	\$45,087	\$46,691	\$47,970	+ \$1,279	2.7%
11.3 Other than full-time permanent	642	580	646	661	+ 15	2.3%
11.5 Other personnel compensation	408	559	410	424	+ 14	3.4%
12.1 Civilian personnel benefits	12,214	12,473	12,288	12,718	+ 430	3.5%
13.0 Benefits for former personnel	1,275	1,300	0	0	0	0.0%
Total, Pay	\$59,670	\$59,999	\$60,035	\$61,773	+ \$1,738	2.9%
21.0 Travel & transportation of persons	360	356	362	384	+ 22	6.1%
22.0 Transportation of things	246	161	248	256	+ 8	3.2%
23.1 Rental payments to GSA	65	72	65	75	+ 10	15.4%
23.2 Rental payments to others	410	391	413	450	+ 37	9.0%
23.3 Communication, utilities & misc charges	278	291	280	292	+ 12	4.3%
24.0 Printing & reproduction	70	46	70	74	+ 4	5.7%
25.1 Advisory & assistance services	551	58	555	563	+ 8	1.4%
25.2 Other services	1,858	2,154	1,896	1,936	+ 40	2.1%
25.3 Other purch of gds & services from gov acc	7,378	5,919	5,737	5,928	+ 191	3.3%
25.4 Operation & maintenance of facilities	8	6	8	9	+ 1	12.5%
25.7 Operation & maintenance of equipment	37	39	38	41	+ 3	7.9%
26.0 Supplies & materials	266	261	267	284	+ 17	6.4%
31.0 Equipment	14,799	16,836	14,890	15,458	+ 568	3.8%
94.0 Financial transfers	102	52	103	111	+ 8	7.8%
Total, Non-Pay	\$26,428	\$26,642	\$24,932	\$25,861	+ \$ 929	3.7%
Total, Acquisitions & Bibliographic Access	\$86,098	\$86,641	\$84,967	\$87,634	+ \$2,667	3.1%

Acquisitions and Bibliographic Access

Analysis of Change

(Dollars in Thousands)

	Fiscal 2014 Agency Request	
	FTE	Amount
Fiscal 2013 Continuing Resolution Base	494	\$84,967
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2014 @ 1.8%		772
Annualization of April 2013 pay raise @ .5%		285
Within-grade increases		263
Foreign Service Nationals (FSN) pay adjustment		385
Transit Subsidy Increase from \$230 to \$245		33
Total, Mandatory Pay and Related Costs	0	1,738
Price Level Changes		929
Program Increases	0	0
Net Increase/Decrease	0	\$ 2,667
Total Budget	494	\$87,634
Total Offsetting Collections	0	0
Total Appropriation	494	\$87,634

Acquisitions and Bibliographic Access

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2014 BUDGET REQUEST

The Library is requesting a total of **\$87.634 million** for Acquisitions and Bibliographic Access in fiscal 2014, an increase of \$2.667 million, or 3.1 percent, over fiscal 2013. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2012				Fiscal 2013 CR Base		Fiscal 2014 Request		Fiscal 2013/2014 Net Change		Percent Change
	Spending Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
LS_ABA	494	\$86,098	475	\$86,641	494	\$84,967	494	\$87,634	0	\$2,667	3.1%

PROGRAM OVERVIEW

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

ABA's direct services to publishers and libraries include distributing surplus books to nonprofit institutions nationwide, leading the 806-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 2012 Priority Activities

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

spaces as part of the Architect of the Capitol's assistance in reconfiguring ABA work areas for improved workflows and increased production. In anticipation of the adoption of a new set of international rules for bibliographic description, ABA completed the training of one third of its staff in applying the new instructions. ABA maintained its high bibliographic access production levels (350,201 items cataloged) and fully executed the GENPAC and Books Law funding of more than \$17 million plus an additional \$4 million from gifts and other sources. ABA continued to focus on revamping the CIP program. It initiated its plan to include e-books in the CIP program, with 32 publishers participating, and it grew the number of partner libraries that supply bibliographic records needed by the Library. ABA expanded the PCC by 12 members. ABA and its overseas offices completed the first full 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, an underserved part of the world, and acquired 3,025 titles; completed requirements and began the first phase of replacing an obsolete automated system for managing the acquisitions work of the overseas offices on behalf of the Library and the cooperative acquisitions participants; expanded cataloging responsibility in the offices; and engaged all the offices in acquiring more digital content and web resources from underdeveloped areas of the world that are important to the Congress.

Fiscal 2013 Priority Activities

Based on the results of a skills survey that it will disseminate to staff, ABA will redeploy staff to fulfill needs caused by attrition and limited resources to fill vacated positions. ABA will complete training

more than 400 staff to implement new rules for bibliographic description. ABA will complete the remaining phases of space reconfiguration in support of the ABA reorganization. In support of the *Library of Congress Strategic Plan: Fiscal Year 2011 –2016* goal to “Acquire, preserve, and provide access to a universal collection of knowledge and the record of America’s creativity,” ABA will fully execute the GENPAC and Books Law funding (\$17 million) and catalog approximately 300 thousand collection items. Based on the initial success of an alternative approach to collecting materials in West Africa, the overseas offices will explore expanding the effort. The overseas offices will finish testing implementation in the India Office of a replacement system for managing the offices’ acquisitions work. Working with six national and international organizations, ABA will co-lead the initial phase of the new bibliographic framework initiative to replace the MARC standard for online bibliographic data that was created by the Library more than 40 years ago. ABA will collaborate with the new collection development officer to establish a Collection Development Office, helping to ensure the judicious growth of the Library’s collections in a reduced budget environment

Fiscal 2014 Priority Activities

ABA will maintain careful stewardship of designated appropriated and gift funds, assuring the continued acquisition of collection resources from all parts of the

world of interest to the Congress. In fiscal 2014, ABA will underscore the exchange aspect of building the Library’s collections. These efforts will include analyzing new and emerging forms of digital content that will be critical to sustaining the Library’s universal collections. Although challenged by reduced staffing levels, ABA will deploy existing staff and sustain its work and output at the highest possible levels. ABA will intensify this effort by expanding the supply of bibliographic data available through the CIP program, vendors, and content creators. ABA will continue its efforts in leading the initiative to replace the MARC standard with a new bibliographic framework that enables the Library and the library community to take greater advantage of web-produced content and data. ABA will lead the United States library community in implementing the new set of instructions for bibliographic description through sharing its training materials and documentation, thereby facilitating and reducing the cost of nationwide implementation. These latter two activities will increase access to bibliographic and metadata from vital sources beyond the library community, e.g., publishers and web content producers. ABA will sustain its attention to the continuous growth of the CIP program. The overseas offices will increase the amount of materials they forward to the Library and cooperative partners, completely 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 2012		Fiscal 2013 CR Base	Fiscal 2014 Request	Fiscal 2013/2014 Net Change	Percent Change
	Spending Plan	Actual Obligations				
11.1 Full-time permanent	\$47,159	\$47,147	\$48,253	\$49,376	+ \$1,123	2.3%
11.3 Other than full-time permanent	1,801	1,664	1,812	1,854	+ 42	2.3%
11.5 Other personnel compensation	394	265	397	406	+ 9	2.3%
12.1 Civilian personnel benefits	13,670	13,924	13,754	14,135	+ 381	2.8%
13.0 Benefits for former personnel	800	800	0	0	0	0.0%
Total, Pay	\$63,824	\$63,800	\$64,216	\$65,771	+ \$1,555	2.4%
21.0 Travel & transportation of persons	180	133	181	184	+ 3	1.7%
22.0 Transportation of things	0	19	0	0	0	0.0%
23.3 Communication, utilities & misc charges	77	74	77	78	+ 1	1.3%
24.0 Printing & reproduction	94	44	94	96	+ 2	2.1%
25.1 Advisory & assistance services	1,233	1,491	1,240	1,258	+ 18	1.5%
25.2 Other services	7,188	8,638	5,542	5,625	+ 83	1.5%
25.3 Other purch of gds & services from gov acc	91	70	67	68	+ 1	1.5%
25.7 Operation & maintenance of equipment	1,807	1,351	1,818	1,930	+ 112	6.2%
25.8 Subsistence & support of persons	25	0	25	25	0	0.0%
26.0 Supplies & materials	1,471	1,305	1,481	1,503	+ 22	1.5%
31.0 Equipment	4,683	4,866	4,711	4,782	+ 71	1.5%
41.0 Grants, subsidies & contributions	530	530	533	1,003	+ 470	88.2%
Total, Non-Pay	\$17,379	\$18,521	\$15,769	\$16,552	+ \$783	5.0%
Total, Collections and Services	\$81,203	\$82,321	\$79,985	\$82,323	+ \$2,338	2.9%

Collections and Services
Analysis of Change
(Dollars in Thousands)

	Fiscal 2014 Agency Request	
	FTE	Amount
Fiscal 2013 Continuing Resolution Base	640	\$79,985
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2014 @ 1.8%		892
Annualization of April 2013 pay raise @ .5%		329
Within-grade increases		304
Transit Subsidy Increase from \$230 to \$245		30
Total, Mandatory Pay and Related Costs	0	1,555
Price Level Changes		783
Program Increases	0	0
Net Increase/Decrease	0	\$ 2,338
Total Budget	640	\$82,323
Total Offsetting Collections	0	0
Total Appropriation	640	\$82,323

Collections and Services

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2014 BUDGET REQUEST

The Library is requesting a total of **\$82.323 million** for Collections and Services in fiscal 2014, an increase of \$2.338 million, or 2.9 percent, over fiscal 2013. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2012				Fiscal 2013 CR Base		Fiscal 2014 Request		Fiscal 2013/2014 Net Change		Percent Change
	Spending Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
LS_CS	640	\$81,203	608	\$82,321	640	\$79,985	640	\$82,323	0	\$2,338	2.9%

PROGRAM OVERVIEW

Major activities of the Collections and Services (CS) Directorate include developing the Library's collections in almost all languages, subjects, and formats; organizing and managing the secure storage of the collections; serving requested items to patrons; and providing on- and off-site reference/information services through specialist librarians staffing Library of Congress reading rooms and research centers on Capitol Hill as well as via the Internet, through email, or the *Ask-a-Librarian* program. CS staff also coordinate collections-based digitization projects to increase public access to high-research value Library materials. CS divisions play a critical role in collections inventory control as well as collections safety. As part of the Library's ongoing space management program, CS transfers general and special collections from the Library's overcrowded Capitol Hill facilities to 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 Packard Campus National Audio-Visual Conservation Center, referred to as the Packard Campus and located in Culpeper, VA, consolidates, develops, preserves, and provides broad public access to a comprehensive collection of the world's audio-visual heritage of moving images and recorded sounds. This state-of-the-art facility with its new systems for born-digital collections acquisition, preservation, reformatting, and playback-on-demand access, significantly increases the number of Library audio-visual collections digitized for preservation, public service, and access.

Fiscal 2012 Priority Activities

CS focused on transferring Library materials to the

facilities at Ft. Meade. The Library transferred 223,509 containers to Ft. Meade Modules 3 and 4, representing 94 percent of the 3-year target of 239 thousand trackable containers. The Library outfitted Landover Annex Bays 3 and 4 as an interim storage facility with Ft. Meade-compatible shelving and planned for the transfer of approximately 800 thousand general collection items in fiscal 2013 and 2014. CS staff analyzed collections, set acquisition strategies in accordance with the Library's collection policies, and physically served more than 1 million items to patrons in reading rooms and via the Inter-Library and Congressional Loan Programs. Library staff maintained Capitol Hill campus research centers, providing wide-ranging collections access and reference services, carrying out 500,843 direct reference service transactions. The staff also presented a wide array of public programs to promote the research value of the Library's collections and information services. The Packard Campus increased the quantity of audio-visual materials digitized for preservation and access from 1.727 petabytes at the end of fiscal 2011 to 2.973 petabytes at the end of fiscal 2012, representing a 26 percent increase over the amount added in fiscal 2011.

Fiscal 2013 Priority Activities

CS staff will complete the physical transfer of designated special collections to the new facilities at Ft. Meade and continue to process, inventory, and manage those materials on-site. Staff also will manage the growing collections housed on Capitol Hill and at off-site storage facilities. CS will complete the transfer of 480 thousand items to Landover Annex Bays 3 and 4 by September 30, 2013. CS will continue to staff and maintain its reading rooms and research centers, which provide reference services and access to collections and services both on-site

and via the Internet. CS staff will continue to identify and address critical areas of knowledge and creativity not included in the mandatory copyright deposit program, including the addition of items to the multilingual area studies holdings. CS staff will continue to work with the Library's Collection Development Officer to assist in building the Library's digital collections by converting select works to digital form, identifying and acquiring electronic resources from external sources, and receiving electronic-only serials through mandatory copyright deposit. CS staff will organize a wide variety of on-site public lectures, symposia, concerts, and other programs and will provide remote users with online workshops and webinars to increase and facilitate electronic research on the Library's web site.

The Packard Campus will build the tenth audio preservation room and complete design of the final room; add capacity to the automated quality control and proxy file generation system; complete the initial installation of the Born Digital Direct File Submission infrastructure to enable the start of test file transfers and processing, and begin pilot testing for eDeposits from outside media submitters; add high definition JPEG2000 and 4K film resolution archival encoding; complete the "orderless ingest" functionality within the Packard Campus Workflow Application (the ability to ingest files without human intervention); and begin technology refresh of archival production systems that will be nearing end-of-life. The Capitol Hill Video Transmission system also will be installed and testing begun on the fiber optic connections between Capitol Hill and the Packard Campus.

Fiscal 2014 Priority Activities

CS will continue to process, inventory, and manage general and special collection materials on the Capitol Hill campus as well as at various off-site storage facilities. CS will work with other Library staff and the Architect of the Capitol to plan for Ft. Meade Module 5, beginning with the identification of materials for transfer. CS staff will complete the transfer of collection items to Landover Annex Bays 3 and 4 during fiscal 2014. While continuing to staff and maintain reading rooms and research centers, 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 and services both on-site and via the Internet. CS also will continue to identify and address critical areas of knowledge and creativity not included in the mandatory deposit program, including the addition of items to the multilingual area studies holdings. CS staff will actively assist in the building of the Library's digital collections by converting select works, identifying and acquiring electronic resources from external sources, receiving electronic-only serials through mandatory deposit, and identifying other electronic-only works (i.e., e-books). They 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.

The Packard Campus will begin construction of the 11th audio preservation room and add functionality to existing audio rooms such as audio restoration, noise reduction, and metadata capacities. They will continue technology refresh of original encoding systems and begin technology upgrades on production support and theater systems that are reaching end-of-life status; continue acquisition of HD archival encoders for preservation and Congressional Video Recording functions. They also will continue test file reception and processing through the Born Digital system; continue eDeposit pilots with the Copyright Office; add capacity and functionalities to the Live Capture and Physical Media Intake feeders to Born Digital based on curatorial division requirements. In addition, the Packard Campus will continue the development of the digital film preservation lab abilities and throughput operations; begin testing archive file creation and transfers to the archive of digital film lab materials; enhance and add metadata collection and processing capabilities throughout the production systems; and continue development of the Packard Campus Workflow Application to add functionality to serve new preservation workflows and throughput requirements. They also will complete the Capitol Hill Video Transmission system equipment installation, followed by the beginning of test transmissions of video between Capitol Hill and the Packard Campus from various video sources such as the House and Senate Recording Studios, which will allow initial Congressional Video Recording File creation, metadata collection, and processing tests to start.



Partnerships and Outreach Programs

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

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

Object Class	Fiscal 2012		Fiscal 2013 CR Base	Fiscal 2014 Request	Fiscal 2013/2014 Net Change	Percent Change
	Spending Plan	Actual Obligations				
11.1 Full-time permanent	\$ 5,923	\$ 5,758	\$ 5,975	\$ 6,079	+ \$ 104	1.7%
11.3 Other than full-time permanent	0	3	0	0	0	0.0%
11.5 Other personnel compensation	71	50	71	72	+ 1	1.4%
12.1 Civilian personnel benefits	1,646	1,614	1,653	1,686	+ 33	2.0%
13.0 Benefits for former personnel	25	25	0	0	0	0.0%
Total, Pay	\$ 7,665	\$ 7,450	\$ 7,699	\$ 7,837	+ \$138	1.8%
21.0 Travel & transportation of persons	35	18	35	35	0	0.0%
22.0 Transportation of things	52	42	52	52	0	0.0%
23.3 Communication, utilities & misc charges	61	23	61	61	0	0.0%
24.0 Printing & reproduction	394	233	395	396	+ 1	0.3%
25.1 Advisory & assistance services	1,060	221	1,061	1,062	+ 1	0.1%
25.2 Other services	759	767	762	763	+ 1	0.1%
25.3 Other purch of gds & services from gov acc	900	604	897	898	+ 1	0.1%
25.7 Operation & maintenance of equipment	56	11	57	57	0	0.0%
26.0 Supplies & materials	58	39	58	58	0	0.0%
31.0 Equipment	926	361	926	926	0	0.0%
Total, Non-Pay	\$ 4,301	\$ 2,319	\$ 4,304	\$ 4,308	+ \$ 4	0.1%
Total, Partnerships & Outreach Programs	\$11,966	\$9,769	\$12,003	\$12,145	+ \$142	1.2%

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

	Fiscal 2014 Agency Request	
	FTE	Amount
Fiscal 2013 Continuing Resolution Base	73	\$12,003
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2014 @ 1.8%		79
Annualization of April 2013 pay raise @ .5%		30
Within-grade increases		27
Transit Subsidy Increase from \$230 to \$245		2
Total, Mandatory Pay and Related Costs	0	138
Price Level Changes		4
Program Increases	0	0
Net Increase/Decrease	0	\$ 142
Total Budget	73	\$12,145
Total Offsetting Collections	0	- 6,000
Total Appropriation	73	\$6,145

Partnerships and Outreach Programs

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2014 BUDGET REQUEST

The Library is requesting a total of **\$12.145 million** for Partnerships and Outreach Programs in fiscal 2014, an increase of \$0.142 million, or 1.2 percent, over fiscal 2013. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2012				Fiscal 2013 CR Base		Fiscal 2014 Request		Fiscal 2013/2014 Net Change		Percent Change
	Spending Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
LS_POP	73	\$11,966	64	\$9,769	73	\$12,003	73	\$12,145	0	\$142	1.2%

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 2012 Priority Activities

The highlights of fiscal 2012 were the opening of exhibitions that were part of the Library of Congress multi-year "Celebration of the Book," beginning with *To Know Wisdom and Instruction: The Armenian Literary Tradition at the Library of Congress*, followed by *Books That Shaped America*. Additional exhibitions included *Sakura: Cherry Blossoms as Living Symbols of Friendship* and *Down to Earth: Herblock and Photographers Observe the Environment* in the Graphic Arts Galleries, located in the Thomas Jefferson Building. Two exhibitions created in partnership with the Music Division were installed in the dual-venue Performing Arts Reading Room and Walt

Disney Concert Hall in Los Angeles. They were *Politics and the Dancing Body* and *The Musical Worlds of Victor Herbert*.

Six major publications released in 2012 included *Presidential Campaign Posters from the Library of Congress*; *Seeing the World Anew: The Radical Vision of Martin Waldseemüller's 1507 and 1516 World Maps*; *Gardens for a Beautiful America, 1895-1935: Photographs by Frances Benjamin Johnston*; *To Know Wisdom and Instruction*; and *Miles to Go for Freedom: Segregation and Civil Rights in the Jim Crow Years*.

The Visitor Services Office (VSO) welcomed a growing number of visitors to the Library. More than one million visitors entered the Thomas Jefferson Building main visitor entrances. The number of visitors to the Great Hall averages 3,500 each day. VSO trained volunteer docents to provide visitors with an inspiring experience by conducting guided tours of the Thomas Jefferson Building. Docents led more than 7,900 public and reserved tours for approximately 174,000 visitors. K-12 students comprised approximately 900 tour groups.

The Library promoted reading and literacy through a number of new and ongoing programs throughout the year. These included the "Books That Shaped America" initiative, which highlighted 88 books that have had a significant influence on American life; the National Book Festival, an annual two-day event attracting approximately 200,000 visitors; the Letters about Literature contest sponsored by the Library's Center for the Book (CFB), with approximately 40,000 students from around the country participating; the Young Readers Center, a space for young people located in the Thomas Jefferson Building; and a number of poetry

readings. The Library's Poet Laureate Consultant in Poetry, Philip Levine, promoted poetry events at the Library and around the country.

The Office of Scholarly Programs carried out activities leading to the award of the John W. Kluge Prize for lifetime achievement in the study of humanity to Fernando Henrique Cardoso, one of the leading scholars and practitioners of political economy in recent Latin American history. He was also President of Brazil from 1995 through 2003. The Kluge Center had 125 scholars and researchers in residence during fiscal 2012. This number included chair holders, distinguished visiting scholars, fellows, resident faculty of a research seminar, and interns.

The Office of Business Enterprises completed a year-long planning effort in conjunction with Library Services and a consulting firm to establish a strategic and funding roadmap for the future distribution of the Library's cataloging and bibliographic data.

The General Services Administration (GSA) designated the Federal Library and Information Network (FEDLINK), housed at the Library of Congress and operating under revolving fund authority, to be the lead agent for strategic sourcing of information resources procurement for federal agencies. FEDLINK, which serves all three branches of government and the District of Columbia, is the first non-GSA agency to receive such designation.

Fiscal 2013 Priority Activities

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

New exhibitions scheduled to open in the Thomas Jefferson Building include: *Words Like Sapphires: 100 Years of Hebraica at the Library of Congress*; *The Civil War in America*; *The Gibson Girl's America: Drawings by Charles Dana Gibson*; and the 1784 Abell Buell Map and interactive display. New exhibitions planned for the Madison Building Performing Arts Reading Room include: *Danny Kaye and Sylvia Fine: Two Kids from Brooklyn*, and *A Night at the Opera*.

Major publications planned for release include: *Mary Pickford: Queen of the Movies* and *Southern Journey: Alan Lomax's World of Music in Photography*. Other publications being developed for release in 2013 and beyond are: *Mark Twain's America, A Renaissance Globemaker's Toolbox, Football Nation, Great Photographs from the Library of Congress*, and a facsimile of Galileo's *Starry Messenger*.

The Library will continue to offer its programs and services to the American public by promoting the importance of books, reading, and literacy. These programs include the National Book Festival, the Young Readers Center, the Letters about Literature contest, and the National Ambassador for Young People's Literature. The newly appointed Poet Laureate Consultant in Poetry, Natasha Trethewey, will begin her term and promote poetry events at the Library and around the country.

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

The Library will offer expanded information services to the entire federal government through the FEDLINK program.

Fiscal 2014 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 will continue to showcase the Library's collections and provide visitors with an opportunity to learn about the breadth of the Library's collections and work.

The Library will continue its programs that serve the American public by promoting the importance of books, reading, and literacy.

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



Preservation

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Preservation Summary By Object Class (Dollars in Thousands)

Object Class	Fiscal 2012		Fiscal 2013 CR Base	Fiscal 2014 Request	Fiscal 2013/2014 Net Change	Percent Change
	Spending Plan	Actual Obligations				
11.1 Full-time permanent	\$6,909	\$6,897	\$7,052	\$7,216	+ \$164	2.3%
11.3 Other than full-time permanent	366	430	369	377	+ 8	2.2%
11.5 Other personnel compensation	38	73	38	39	+ 1	2.6%
11.8 Special personal services payment	22	21	22	23	+ 1	4.5%
12.1 Civilian personnel benefits	2,032	2,150	2,044	2,103	+ 59	2.9%
13.0 Benefits for former personnel	100	100	0	0	0	0.0%
Total, Pay	\$9,467	\$9,671	\$9,525	\$9,758	+ \$233	2.4%
21.0 Travel & transportation of persons	27	23	27	28	+ 1	3.7%
23.2 Rental payments to others	8	1	8	8	0	0.0%
23.3 Communication, utilities & misc charges	2	2	2	2	0	0.0%
24.0 Printing & reproduction	1,196	1,194	1,203	1,222	+ 19	1.6%
25.1 Advisory & assistance services	5,832	6,826	5,868	5,956	+ 88	1.5%
25.2 Other services	227	170	233	237	+ 4	1.7%
25.3 Other purch of gds & services from gov acc	18	62	13	13	0	0.0%
25.7 Operation & maintenance of equipment	380	321	383	388	+ 5	1.3%
26.0 Supplies & materials	635	712	639	648	+ 9	1.4%
31.0 Equipment	1,758	1,924	1,769	1,796	+ 27	1.5%
Total, Non-Pay	\$10,083	\$11,235	\$10,145	\$10,298	+ \$153	1.5%
Total, Preservation	\$19,550	\$20,906	\$19,670	\$20,056	+ \$386	2.0%

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

	Fiscal 2014 Agency Request	
	FTE	Amount
Fiscal 2013 Continuing Resolution Base	102	\$19,670
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2014 @ 1.8%		132
Annualization of April 2013 pay raise @ .5%		49
Within-grade increases		45
Transit Subsidy Increase from \$230 to \$245		7
Total, Mandatory Pay and Related Costs	0	233
Price Level Changes		153
Program Increases	0	0
Net Increase/Decrease	0	\$ 386
Total Budget	102	\$20,056
Total Offsetting Collections	0	0
Total Appropriation	102	\$20,056

Preservation

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2014 BUDGET REQUEST

The Library is requesting a total of **\$20.056 million** for the Preservation Directorate in fiscal 2014, an increase of \$0.386 million, or 2 percent, over fiscal 2013. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2012				Fiscal 2013 CR Base		Fiscal 2014 Request		Fiscal 2013/2014 Net Change		Percent Change
	Spending Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	
LS_PRES	102	\$19,550	98	\$20,906	102	\$19,670	102	\$20,056	0	\$386	2.0%

PROGRAM OVERVIEW

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

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

Fiscal 2012 Priority Activities

Staff addressed preservation needs of the Library's collections by treating more than 5.2 million books, serials, prints, photographs, and other high value, high use and/or at-risk items, made accessible through binding, conservation, mass deacidification, and reformatting. Preservation staff housed more than 131 thousand manuscripts, maps, photographs, and other items; labeled more than 23 thousand items; and surveyed more than 584 thousand items. Other measurable actions included 13,936 research activities, 806 analyses, and 4,292 quality assurance activities. An additional 2.2 million collection units were preserved through the actions of the Motion Pictures Broadcast and Recorded Sound Division's reformatting program and the New Delhi Field Office's preservation microfilm program. The Library completed 8.2 million preservation actions by the close of the fiscal year.

The Preservation Research and Testing Division (PRTD) continued to work on one of the Library's Strategic Plan 2011-2016 Annual Objectives, to create a preservation research framework by drafting and sharing with other research institutions a meta-analysis (also called evidence-based or systematic analysis) methodology as it can be applied to preservation research. At the end of the year the draft was circulating among a number of institutions for feedback. PRTD staff also compiled questionnaire data from reading room and exhibition visitors to gauge how visitors and researchers experience original and facsimile collection materials. The Library analyzed this data through a collaboration with other cultural heritage institutions called the *Collection Demographics Program*, to gain a better understanding about how collections constantly change and degrade depending on use,

environment, and material properties.

PRES also continued to collaborate with the Office of Strategic Initiatives (OSI) in the Digital Preservation Working Group to complete a final draft proposal titled *Guidelines and Workflow Document for Preservation of Digital Materials at the Library of Congress*, specifying the path forward for the evaluation and adoption of workflows, practices, tools, and policies for the preservation of digital materials. The guidelines reflect the latest research findings and industry trends and practices and are intended to help organizational units make decisions that will mitigate risk to digital materials. The digital preservation guidelines were tested and evaluated by a number of stakeholder custodial and program units at the Library, and their input is reflected in the guidelines document.

In addition to actively improving the condition of the collections, PRES staff continued to prepare for collections emergencies when Library collections are threatened or affected. Staff responded to 25 emergency events, some of which required the stabilization and treatment of collection items. Conservation Division staff continued its training activities, including sponsoring a workshop titled *Mitigation during Emergency Response: Stabilization of Paper and Film-based Materials* for FEDLINK Librarians; the Open World Leadership course *Introduction to Preservation at the Library of Congress* for 25 Russian librarians; and an on-site consultation on collection disaster recovery at the Intitut de' Egypte, following the devastating fire that burned 75 percent of that institution's special collections.

PRES continued its international leadership role in cultural heritage preservation through the organization of the third and final of the *Future Directions Symposia* offered by the Preservation Directorate on October 20, 2011: *The Road Ahead; Transitioning to a Digital Future*, featuring speakers from the Library and other major cultural heritage organizations. PRES also celebrated its 60th lecture in *Topics in Preservation Science Series (TOPS)*, an ongoing lecture series that began in 2002, bringing speakers to the Library to discuss their experience and current preservation research. The lectures were open to the public, and most are available as webcasts, including the three events that were held in fiscal 2012.

PRES staff continued to work with the Packard Campus and the Lawrence Berkeley National Laboratory (LBNL) on further developing the imaging technology that provides non-invasive preservation and access to endangered recorded sound collections. PRES and Packard Campus staff continued to optimize the system currently installed at the Packard Campus. PRES and

LBNL staff, in collaboration with the Smithsonian's National Museum of American History staff, were able to retrieve audio content from Alexander Graham Bell's experimental recordings produced at the Volta Laboratory in Washington, DC in the 1880s.

Fiscal 2013 Priority Activities

PRES will continue to address the needs of the Library's collections by treating more than 5 million additional books, serials, prints, photographs, and other high value, high use, and/or at-risk items, by making them accessible through binding, conservation, mass deacidification, and reformatting.

PRES plans to finalize the coordination of an organizational framework for research investment based on gaps identified by evidence-based analysis of conservation research results. PRTD staff will strive for an outcome where collaborative partners in the organizational framework have accepted the model for evidence-based research as a valid method for identifying gaps in preservation research areas.

PRES will work with the Office of Strategic Initiatives to propose, pilot, and evaluate guidelines, best practices, and workflows for the preservation of the Library's digital materials. Adopting and following the fiscal 2012 proposed path forward plan, the Library will pilot the practical application of guidelines and workflows with at least four custodial divisions representing the range of digital materials collected by the Library. The completion of this objective will provide experience in implementing the guidelines and best practices for the preservation of digital materials.

PRTD will continue to collaborate with the University College of London and cultural heritage institutions as part of the Collections Demographics Program, and share preliminary research results. PRTD staff will conduct a second survey to determine how the public experiences using and handling collection material that is in different stages of degradation. All collaborative partners will use this and earlier obtained data to contribute to a final book publication. The national book launch is scheduled for late 2013.

PRES will continue its international leadership role in cultural heritage preservation through presentations for the International Federation of Library Association's Preservation and Conservation (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 TOPS.

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 an emergency event.

As a result of an effort to improve Preservation workflow efficiencies, PRES will submit a draft reorganization package for the Preservation Reformatting Division, which will improve management and put in place an improved structure for analog and digital workflows.

The Binding and Collections Care Division will begin planning for the anticipated reduction in binding requirements for softbound monographs, so that priority serial binding needs can be met. It is anticipated that fewer softbound monographs will be acquired through Copyright deposit, but softbound foreign monograph production will remain stable.

In fiscal 2013, PRTD will continue to focus on and strengthen the three main programmatic areas of long-term research projects support, analytical service requests, and the quality assurance program, mitigating risk to collections and the stabilization of collection materials.

Fiscal 2014 Priority Activities

PRES will continue to address the needs of the Library's collections by treating more than 5 million additional books, serials, prints, photographs, and other high value,

high use and/or at-risk items, by making them accessible through binding, conservation, mass deacidification, and reformatting.

PRES plans to coordinate its conservation research with partners and other research facilities to assure the quality and reproducibility of its research, reduce duplication of effort, achieve maximum efficiency, and disseminate and advance conservation research. PRES and OSI will jointly share digital preservation guidelines and best practices as proposed, reviewed, and piloted by the Library.

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.

PRES will develop the requirements for a database to capture the 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.

PRES will finalize plans for the anticipated reduction in binding needs for incoming United States monographs and the shift of work to the binding of serials and rebinding of copyright restricted monographs in need of rebinding.

PRES will collaborate with Packard Campus staff to identify modern audio-visual media formats that have an increased risk for loss of Library collection content.



Technology Policy

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Technology Policy Summary By Object Class (Dollars in Thousands)

Object Class	Fiscal 2012		Fiscal 2013 CR Base	Fiscal 2014 Request	Fiscal 2013/2014 Net Change	Percent Change
	Spending Plan	Actual Obligations				
11.1 Full-time permanent	\$5,173	\$4,977	\$5,280	\$5,403	+ \$123	2.3%
11.3 Other than full-time permanent	0	25	0	0	0	0.0%
11.5 Other personnel compensation	55	25	55	57	+ 2	3.6%
12.1 Civilian personnel benefits	1,319	1,316	1,328	1,367	+ 39	2.9%
13.0 Benefits for former personnel	75	75	0	0	0	0.0%
Total, Pay	\$6,622	\$6,418	\$6,663	\$6,827	+ \$164	2.5%
21.0 Travel & transportation of persons	27	19	27	27	0	0.0%
23.3 Communication, utilities & misc charges	57	102	57	57	0	0.0%
25.1 Advisory & assistance services	230	127	234	237	+ 3	1.3%
25.2 Other services	26	18	26	26	0	0.0%
25.3 Other purch of gds & services from gov acc	2	2	0	0	0	0.0%
25.7 Operation & maintenance of equipment	911	885	916	1,053	+ 137	15.0%
26.0 Supplies & materials	29	26	29	30	+ 1	3.4%
31.0 Equipment	212	226	213	217	+ 4	1.9%
Total, Non-Pay	\$1,494	\$1,405	\$1,502	\$1,647	+ \$145	9.7%
Total, Technology Policy	\$8,116	\$7,823	\$8,165	\$8,474	+ \$309	3.8%

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

	Fiscal 2014 Agency Request	
	FTE	Amount
Fiscal 2013 Continuing Resolution Base	51	\$8,165
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2014 @ 1.8%		94
Annualization of April 2013 pay raise @ .5%		35
Within-grade increases		32
Transit Subsidy Increase from \$230 to \$245		3
Total, Mandatory Pay and Related Costs	0	164
Price Level Changes		145
Program Increases	0	0
Net Increase/Decrease	0	\$ 309
Total Budget	51	\$8,474
Total Offsetting Collections	0	0
Total Appropriation	51	\$8,474

Technology Policy

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2014 BUDGET REQUEST

The Library is requesting a total of **\$8.474 million** for the Technology Policy Directorate in fiscal 2014, an increase of \$0.309 million, or 3.8 percent, over fiscal 2013. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2012				Fiscal 2013 CR Base		Fiscal 2014 Request		Fiscal 2013/2014 Net Change		Percent Change
	Spending Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
LS_TECH	51	\$8,116	42	\$7,823	51	\$8,165	51	\$8,474	0	\$309	3.8%

PROGRAM OVERVIEW

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

Automation and Planning Liaison Office (APLO):

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

Integrated Library System Program Office (ILSPO):

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

Network Development and MARC Standards Office (NDMSO):

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

Fiscal 2012 Priority Activities

TECH focused on the support of bibliographic control and access through linked data systems, the creation of an eDeposit system for the acquisition of copyright deposits of electronic journals, and the improvement of service to researchers through enhancements to the online catalog (ILS) and the systems which allow researchers to request materials.

TECH expanded and enhanced the LC Linked Data Service (formerly called the Authorities and Vocabularies Service). The Service, hosted at id.loc.gov, provides access to commonly found standards and vocabularies promulgated by the Library. NDMSO staff added several Library of Congress Classification schedules to the Service, which now includes nearly 300 thousand new classification records. Libraries and commercial entities have the ability to link to entries in this centralized data store rather than replicate the data multiple times in many individual records.

In a related effort, TECH worked with other significant parties in the bibliographic community to develop a high level model for a new Bibliographic Framework. This new Framework is intended as a replacement for, and improvement to, the current MARC (MACHine-Readable Cataloging) model.

TECH collaborated with the Repository Development Center in the Office of Strategic Initiatives to develop needed features of the Delivery Management System (DMS) in support of the ABA processing of eDeposit journals. Most importantly, the groups integrated parts of DMS with the ILS to enhance the efficiency of processing electronic journals by cataloging and acquisitions staff. The integration allows for the automatic update of ILS holdings information for eSerials

deliveries.

TECH implemented a new user interface to the online public access catalog (OPAC) that has improved the ability to configure the user interface and meet requirements of the Americans with Disabilities Act. Requirements for Automated Call Slip (ACS) 1.8 were developed to make the ACS functionality available in all LS reading rooms, enabling new efficiencies across reading room operations both for those requesting materials and for staff as they retrieve items.

Fiscal 2013 Priority Activities

In 2013 TECH will maintain focus on three strategic efforts: opportunities to support bibliographic control and access through linked data systems; further development of eDeposit and eAcquisition capabilities; and improvement of service to researchers through enhancements to the online catalog and related systems.

TECH will begin gathering requirements for the Library's next generation ILS, which will provide greater flexibility and expanded services. TECH will plan with ITS to migrate the ILS to a new, more efficient hardware architecture and upgrade to current versions of software.

TECH will focus on further development and expansion of the Library's Linked Data Service, adding classification schedules, including the large K (law) schedule, and vocabularies for bibliographic data. Work also will continue with linked data and the Semantic Web, to offer the opportunity to link to data and items throughout the library community worldwide.

TECH will continue to provide technical support and leadership for the new Bibliographic Framework Initiative (BFI), adjusting and refining the data model for the BFI, based on experimenters' experiences and on public discussion. TECH will analyze the communications environment aspects of the model via use cases and

experimentation and develop and make available to the public tools to enable testing of the model.

Working in support of electronic acquisitions, TECH will complete the development of the system-to-system interface between the publishers and the Library. TECH will work with OSI on the development of Request for Acquisition software that will automate and improve the process for recommending officers to request acquisitions.

Fiscal 2014 Priority Activities

TECH will continue to provide technical support and leadership to the Bibliographic Framework Initiative by initiating efforts to determine which aspects of current metadata encoding standards should be retained and evolved into a format for the future. Additionally, TECH will experiment with Semantic Web – sharing data beyond the boundaries of an application or web site – and other linked data technologies to see what bibliographic framework benefits they offer to the library community, and how current models need to be adjusted to take fuller advantage of those benefits.

TECH will investigate and test the integration of the Linked Data Service with the Bibliographic Framework Initiative to enable bibliographic data exposure for linked data applications, adding classification schedules and vocabularies.

TECH will provide support to the eDeposit/eAcquisition effort in the form of standards, ILS integration, and digital collection management. TECH expects to play a significant role in the development of the Library's digital collections management policies and procedures. With the rapid transition of publishing output from analog to digital, TECH will remain deeply involved in providing the services and tools librarians will need to maintain this content through the entire digital lifecycle. TECH also will continue to provide researchers with updated bibliographic search tools.



Office of Strategic Initiatives

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Office of Strategic Initiatives Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2012				Fiscal 2013 CR Base		Fiscal 2014 Request		Fiscal 2013/2014 Net Change		Percent Change
	Spending Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
Digital Initiatives	111	\$ 23,324	103	\$ 23,059	111	\$ 23,467	111	\$ 23,964	0	\$ 497	2.1%
NDIIPP	22	3,741	20	3,694	22	3,764	22	3,845	0	81	2.2%
TPS	9	6,959	8	5,593	9	7,001	9	7,119	0	118	1.7%
Invest in Tech Infrastructure	0	12,270	0	11,952	0	12,345	0	12,597	0	252	2.0%
Subtotal, Digital Initiatives	142	\$ 46,294	131	\$ 44,298	142	\$ 46,577	142	\$ 47,525	0	\$ 948	2.0%
Inf Tech Services	213	61,443	206	60,970	213	61,819	213	63,704	0	1,885	3.0%
Total, OSI	355	\$107,737	337	\$105,268	355	\$108,396	355	\$111,229	0	\$2,833	2.6%

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

Object Class	Fiscal 2012		Fiscal 2013 CR Base	Fiscal 2014 Request	Fiscal 2013/2014 Net Change	Percent Change
	Spending Plan	Actual Obligations				
11.1 Full-time permanent	\$ 37,417	\$ 37,422	\$ 37,797	\$ 38,677	+ \$ 880	2.3%
11.3 Other than full-time permanent	224	233	226	231	+ 5	2.2%
11.5 Other personnel compensation	388	276	391	400	+ 9	2.3%
11.8 Special personal services payment	383	405	385	394	+ 9	2.3%
12.1 Civilian personnel benefits	10,346	10,691	10,409	10,698	+ 289	2.8%
13.0 Benefits for former personnel	150	150	0	0	0	0.0%
Total, Pay	\$ 48,908	\$ 49,177	\$ 49,208	\$ 50,400	+ \$1,192	2.4%
21.0 Travel & transportation of persons	240	194	241	245	+ 4	1.7%
22.0 Transportation of things	5	2	5	5	0	0.0%
23.3 Communication, utilities & misc charges	1,583	3,464	1,593	1,617	+ 24	1.5%
24.0 Printing & reproduction	160	60	161	163	+ 2	1.2%
25.1 Advisory & assistance services	15,093	13,882	15,186	15,413	+ 227	1.5%
25.2 Other services	9,434	11,887	9,508	9,652	+ 144	1.5%
25.3 Other purch of gds & services from gov acc	275	436	260	264	+ 4	1.5%
25.7 Operation & maintenance of equipment	13,480	11,477	13,562	14,519	+ 957	7.1%
26.0 Supplies & materials	228	204	229	232	+ 3	1.3%
31.0 Equipment	13,121	10,217	13,201	13,399	+ 198	1.5%
41.0 Grants, subsidies & contributions	5,210	4,268	5,242	5,320	+ 78	1.5%
Total, Non-Pay	\$ 58,829	\$ 56,091	\$ 59,188	\$ 60,829	+ \$1,641	2.8%
Total, OSI	\$107,737	\$105,268	\$108,396	\$111,229	+ \$2,833	2.6%

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

	Fiscal 2014 Agency Request	
	FTE	Amount
Fiscal 2013 Continuing Resolution Base	355	\$108,396
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2014 @ 1.8%		686
Annualization of April 2013 pay raise @ .5%		253
Within-grade increases		233
Transit Subsidy Increase from \$230 to \$245		20
Total, Mandatory Pay and Related Costs	0	1,192
Price Level Changes		1,641
Program Increases	0	0
Net Increase/Decrease	0	\$ 2,833
Total Budget	355	\$111,229
Total Offsetting Collections	0	0
Total Appropriation	355	\$111,229



Digital Initiatives

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Digital Initiatives Summary By Object Class (Dollars in Thousands)

Object Class	Fiscal 2012		Fiscal 2013 CR Base	Fiscal 2014 Request	Fiscal 2013/2014 Net Change	Percent Change
	Spending Plan	Actual Obligations				
11.1 Full-time permanent	\$14,087	\$14,020	\$14,173	\$14,503	+ \$330	2.3%
11.3 Other than full-time permanent	129	138	130	133	+ 3	2.3%
11.5 Other personnel compensation	151	165	152	155	+ 3	2.0%
11.8 Special personal services payment	370	378	372	381	+ 9	2.4%
12.1 Civilian personnel benefits	4,172	4,250	4,197	4,308	+ 111	2.6%
Total, Pay	\$18,909	\$18,951	\$19,024	\$19,480	+ \$456	2.4%
21.0 Travel & transportation of persons	185	160	186	189	+ 3	1.6%
22.0 Transportation of things	5	2	5	5	0	0.0%
23.3 Communication, utilities & misc charges	77	2,290	78	79	+ 1	1.3%
24.0 Printing & reproduction	75	36	75	76	+ 1	1.3%
25.1 Advisory & assistance services	2,945	401	2,964	3,008	+ 44	1.5%
25.2 Other services	9,295	11,796	9,359	9,500	+ 141	1.5%
25.3 Other purch of gds & services from gov acc	49	218	42	43	+ 1	2.4%
25.7 Operation & maintenance of equipment	717	116	722	811	+ 89	12.3%
26.0 Supplies & materials	89	85	89	91	+ 2	2.2%
31.0 Equipment	8,738	5,976	8,791	8,923	+ 132	1.5%
41.0 Grants, subsidies & contributions	5,210	4,267	5,242	5,320	+ 78	1.5%
Total, Non-Pay	\$27,385	\$25,347	\$27,553	\$28,045	+ \$492	1.8%
Total, Digital Initiatives	\$46,294	\$44,298	\$46,577	\$47,525	+ \$948	2.0%

Digital Initiatives
Analysis of Change
(Dollars in Thousands)

	Fiscal 2014 Agency Request	
	FTE	Amount
Fiscal 2013 Continuing Resolution Base	142	\$46,577
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2014 @ 1.8%		262
Annualization of April 2013 pay raise @ .5%		97
Within-grade increases		89
Transit Subsidy Increase from \$230 to \$245		8
Total, Mandatory Pay and Related Costs	0	456
Price Level Changes		492
Program Increases	0	0
Net Increase/Decrease	0	\$ 948
Total Budget	142	\$47,525
Total Offsetting Collections	0	0
Total Appropriation	142	\$47,525

Digital Initiatives

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2014 BUDGET REQUEST

The Library is requesting a total of **\$47.525 million** for the Digital Initiatives program in fiscal 2014, an increase of \$0.948 million, or 2 percent, over fiscal 2013. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2012				Fiscal 2013 CR Base		Fiscal 2014 Request		Fiscal 2013/2014 Net Change		Percent Change
	Spending Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
OSI_DI	142	\$46,294	131	\$44,298	142	\$46,577	142	\$47,525	0	\$948	2.0%

PROGRAM OVERVIEW

The Office of Strategic Initiatives (OSI) supports the Library by developing consolidated plans for the Library's digital future, integrating the delivery of digital content and information technology services and infrastructure. Technology has far-reaching strategic importance to the institution. Through the balanced use of technology, OSI facilitates achieving the Library's goals by sustaining a forward-looking information technology infrastructure that supports the Library's key business lines and enables constituent interaction. Together, Digital Initiatives (DI) and Information Technology Services (ITS) programs maintain stewardship over the Library's information technology and digital content assets, services, and infrastructure.

Under the umbrella structure of the DI program, OSI supplements ITS infrastructure resources, allowing the Library to broaden mission impact and national reach in the shifting digital data creation and distribution landscape. DI provides technical knowledge and expertise in the areas of digital content acquisition, distribution, and stewardship. DI functions as technical steward of the Library's investments in content in digital form and leads the institution's technical management of digital content and web-based content delivery services. DI is at the forefront of providing comprehensive web-based digital access services, converting analog materials into digital form, archiving strategically targeted web content, and maintaining technical stewardship of digital content assets for the long term.

Technological trends indicate continued rapid accumulation of diverse digital data, evolving formats, and shifting technology platforms. Congressional support has enabled the implementation of institution-wide technical infrastructure and content service

strategies in support of the Library's digital future. The Library allocates infrastructure resources within an enterprise-wide, three-layered investment framework (content delivery, content management, and core technology) linked to the Library's strategic mission priorities. The three-tiered framework connects a set of common enterprise-wide functionalities and focuses on interdependencies of content delivery, content management, and core technology infrastructure.

DI also oversees the Library's national digital content preservation and educational outreach programs. These programs encourage shared national content stewardship and delivery networks. The digital preservation network catalyzes public-private stewardship to sustain jointly at-risk cultural heritage digital content. 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 E.

Fiscal 2012 Priority Activities

DI's top priority in fiscal 2012 was launching a newly architected and updated web presence. Guided by the Library's Web Governance Board and developed within the Library's new web strategy and information architecture framework, DI provided improved content access, leveraging powerful facet-based search, digital object presentation and exploration, and portals. The planned new web presence builds on consistently presented content and metadata for improving search, discovery, and navigation from both inside the Library and the Internet. In fiscal 2012, DI launched **beta.Congress.gov**, the initial step in a large-scale effort to develop a successor to the Library's existing THOMAS and Legislative Information System (LIS). DI's web

services improved search and object display on **loc.gov**, launched an iPad/iPhone app for the Congressional Record; created and launched ten new online exhibitions, and sustained the Library social media presence on Facebook, YouTube, iTunes, Twitter, and LOC blogs.

DI also expanded its content transfer, inventory, and delivery capacities. One hundred forty two terabytes of web archive content was transferred to the Library in fiscal 2012. Over one petabyte of files are now inventoried. The volume of content transferred and inventoried by the Library's Content Transfer Services (CTS) system increased by 70 percent over the previous year. With the Library's Delivery Management System (DMS), DI began supporting large automated deliveries of files from publishers. DI improved the collection of United States campaign web sites by confirming the content of campaign web sites associated with a single individual relative to the content of twelve years of election archives. New content initiatives included supporting acquisition of House Streaming Video and of content from the Library's Overseas Operations.

DI also continued scanning the Library's collections, including a significant portion (519 volumes) of the permanent print edition of the Congressional Record and the remaining eight collections of presidential papers held by the Library. DI maximized scanning output by flexibly using a variety of resources to execute this work, including internal staff, contractors, and institutional partners.

Fiscal 2013 Priority Activities

Content delivery through the new Web presence remains a top priority for fiscal 2013. DI will continue to make a significant effort to improve web content management within the Library's three core web areas (Congress, Copyright, and the Library). The priority focus areas of this effort will include improved search functionality; improved information architecture of Objects/Sets/Formats; expanded new legislative content; and improved **Copyright.gov** web presence.

Specific fiscal 2013 content management services priorities include improving retrospective inventorying of collections by content curators; improving discoverability and browseability of the Library's web archives; supporting eBook content acquisitions and viewing; and integrating holding data with the Integrated Library System (ILS).

For scanning and metadata services, fiscal 2013 priorities include completing digitization of the permanent print edition of the Congressional Record; preparing scanned presidential papers for online presentation;

and supporting improved access to digitized legislative information through metadata enrichment and standardization.

Fiscal 2014 Priority Activities

In fiscal 2014, DI plans to complete the deployment of the **Congress.gov** system, including the **Congress.gov** Application Program Interface (API); deploy a mobile app for **Congress.gov**; retiring the THOMAS and Legislative Information Systems (LIS); maintaining the House Congressional Video site and the Congressional Record iPad/iPhone Apps; and developing the Constitution Annotated (Conan) App. Additional initiatives will include making available the Library's new web content information architecture and structure, viewers, and metadata standards; migrating web sites, applications, and content to a new Web Delivery Infrastructure; retiring the legacy web system; increasing use of social media content channels, and increasing use of mobile services for delivery. Another priority is to fully implement a redesigned and redeveloped Copyright Office web site and to integrate scanned copyright registration cards successfully into an online presentation.

In the area of content management, DI priorities for fiscal 2014 will include launching a web application to automate and report on the Library's electronic acquisitions; improving CTS API usability and error handling and recovery; and supporting digital audio content acquisitions and playback.

In planning for the longer term digital future, DI recognizes that digital content increasingly manifests "big data" characteristics in terms of large volume, fast-paced production, and change, and great variation and value and origin. DI continues to assess the requirements for technical content management infrastructure and services that enable users to understand and navigate large-scale data. Examples of high volume collections, with continuing growth both in number of records and size, include more than two hundred fifty terabytes of archived web sites and the receipt of more than 6 million tweets an hour. The unique access (including search, discovery, and navigation) and visibility needs of these big data collections demand innovative, data-driven approaches to make the content available in new query architectures based on patterns within the data. New approaches to be explored include parallel, distributed, memory-rich computing operations (for indexing, pattern matching, data distillation, and querying) 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 2012		Fiscal 2013 CR Base	Fiscal 2014 Request	Fiscal 2013/2014 Net Change	Percent Change
	Spending Plan	Actual Obligations				
11.1 Full-time permanent	\$23,330	\$23,402	\$23,624	\$24,174	+ \$ 550	2.3%
11.3 Other than full-time permanent	95	95	96	98	+ 2	2.1%
11.5 Other personnel compensation	237	112	238	244	+ 6	2.5%
11.8 Special personal services payment	13	27	13	14	+ 1	7.7%
12.1 Civilian personnel benefits	6,174	6,441	6,212	6,389	+ 177	2.8%
13.0 Benefits for former personnel	150	150	0	0	0	0.0%
Total, Pay	\$29,999	\$30,227	\$30,183	\$30,919	+ \$ 736	2.4%
21.0 Travel & transportation of persons	55	34	55	56	+ 1	1.8%
23.3 Communication, utilities & misc charges	1,506	1,174	1,515	1,538	+ 23	1.5%
24.0 Printing & reproduction	85	24	86	87	+ 1	1.2%
25.1 Advisory & assistance services	12,148	13,482	12,222	12,405	+ 183	1.5%
25.2 Other services	139	90	149	152	+ 3	2.0%
25.3 Other purch of gds & services from gov acc	226	218	218	221	+ 3	1.4%
25.7 Operation & maintenance of equipment	12,763	11,361	12,841	13,708	+ 867	6.8%
26.0 Supplies & materials	139	119	140	142	+ 2	1.4%
31.0 Equipment	4,383	4,241	4,410	4,476	+ 66	1.5%
Total, Non-Pay	\$31,444	\$30,743	\$31,636	\$32,785	+ \$1,149	3.6%
Total, ITS	\$61,443	\$60,970	\$61,819	\$63,704	+ \$1,885	3.0%

Information Technology Services
Analysis of Change
(Dollars in Thousands)

	Fiscal 2014 Agency Request	
	FTE	Amount
Fiscal 2013 Continuing Resolution Base	213	\$61,819
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2014 @ 1.8%		424
Annualization of April 2013 pay raise @ .5%		156
Within-grade increases		144
Transit Subsidy Increase from \$230 to \$245		12
Total, Mandatory Pay and Related Costs	0	736
Price Level Changes		1,149
Program Increases	0	0
Net Increase/Decrease	0	\$ 1,885
Total Budget	213	\$63,704
Total Offsetting Collections	0	0
Total Appropriation	213	\$63,704

Information Technology Services

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2014 BUDGET REQUEST

The Library is requesting a total of **\$63.704 million** for Information Technology Services in fiscal 2014, an increase of \$1.885 million, or 3 percent, over fiscal 2013. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2012				Fiscal 2013 CR Base		Fiscal 2014 Request		Fiscal 2013/2014 Net Change		Percent Change
	Spending Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
OSI_ITS	213	\$61,443	206	\$60,970	213	\$61,819	213	\$63,704	0	\$1,885	3.0%

PROGRAM OVERVIEW

The 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 proactively monitors the industry's best practices and technologies and invests in initiatives to streamline 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 activities and investment lifecycle review activities overseen by the Library's Information Technology Steering Committee.

Fiscal 2012 Priority Activities

ITS's primary goals in 2012 were continuing to increase cyber security, strengthen and modernize the Library's IT infrastructure through virtualization and standardization, and improve content management and content delivery services.

Library-wide IT security initiatives, to enhance the Library's ability to respond to an increasingly challenging IT threat environment, have been one of the Library's highest priorities. ITS implemented security investments in coordination with other technology infrastructure investments. ITS continued to strengthen the Library's IT Continuity of Operations Plan (COOP) activities by expanding off-site capabilities. ITS also facilitated the Congressional Research Service's email migration to Microsoft Outlook.

ITS focused on initiatives to strengthen IT infrastructure

operations, planning, and building of new technical architectures for more efficient and effective use of IT resources. These architectural initiatives included transitioning to a virtualized environment for both servers and storage, to allow for a more resource-efficient use of the underlying physical equipment. ITS began funding hardware and software components of the initial phase of a virtualization infrastructure in fiscal 2012. Server and storage virtualization investments were made in parallel with efforts to increase the resilience and availability of the network infrastructure within and among the Library data centers. For the Library's voice networks, ITS continued to plan for critical telephone switch infrastructure upgrades.

ITS worked to define and provide a modernized infrastructure that makes content available securely and in the manner Library programs and users require through the Library's web site and Internet-based data exchange and linking services. ITS supported modernizing the re-architected **Congress.gov** site; the Congressional Record iPad/iPhone application; and the House of Representatives Committee video presentations. ITS led the effort to increase the volume of content made available through the search function of the Library's main web site, **loc.gov**, through consistent content access and expansion of search and navigation access points. ITS worked with Digital Initiatives (DI) and program staff to implement a streamlined and automated content management services infrastructure designed to ensure the integrity and security of content over time while minimizing the long-term costs of content management. ITS supported activities designed to improve the efficiency of processes that receive, move, and store data. These activities included continuing to support the

U.S. Copyright Office's initiatives to digitize historical copyright record cards and enable receipt of electronic journals. ITS also supported the implementation of higher-performance paths for content movement between the Packard Campus in Culpeper, VA, and the Library's other data centers.

Fiscal 2013 Priority Activities

In 2013, ITS will focus on efforts to increase server and storage efficiency and reduce costs. The capability to quickly and securely move large amounts of data into the Library and within and between the Library's data centers represents an area of growing need. Building this capacity will require enhancements to the Library's networks and software to govern the transit and integrity of the content. The Library also will continue to improve the cybersecurity position of its networks and data centers.

ITS will continue the move to a virtualized environment that makes more efficient use of physical servers and storage. The transition will focus on the initial phases of a tiered storage architecture. This architecture will provide virtualized storage capacity to meet program requirements for data access, receiving, processing, moving, and long-term storage. Through this architecture, multiple pools of storage with different performance and operational characteristics can be made available to users and applications for different purposes, based on specific program requirements. This initiative will provide increased capacity for cost-effective scaling without affecting the way that users or applications interact with the storage. ITS will leverage improved network connection speeds and improved data movement software tools to address long-term content storage. This transition will include a migration to newer, more power-efficient servers with more consistent software configurations, allowing server resources to be allocated and re-allocated more quickly and efficiently to meet requirements such as an increase in web site demand related to a specific event.

ITS also will continue to build and provide tools and services for the support of increasingly high-volume workflows that bring content to the Library through internal digitization activities as well as through external data partners and providers. Increasing the automation of these workflows will expand the Library's capacity to receive, move, and store a growing number content types and formats with greater levels of complexity, without requiring a corresponding increase in human resources. ITS will continue to build out a standardized, virtualized environment for content management.

To support all service units, ITS will continue expanding security incident handling and response measures and

ensure that the program is adequate to respond to evolving threats. ITS will work to ensure that security hardware and software components are effectively integrated into the Library's technical infrastructure and operational practices. In addition, ITS will partner with Library service units to review, refine, and support implementation of programs for flexible desktop and remote access solutions and off-site COOP activities. ITS will be evaluating future telecommunications options for next-generation data and voice wireless services in the Library's buildings.

Fiscal 2014 Priority Activities

In 2014, ITS will work to complete the server and storage virtualization efforts, begin the effort to virtualize the Library's desktops, complete the enhancements to the Library's networks, and complete the work to standardize all aspects of the Library's technical infrastructure.

ITS will continue to build out the virtualized technical infrastructure and related operations supporting the new web presence, to support the continuing additions of content and functionality to **Congress.gov** as part of the transition from existing Congressional information systems. The expansion of this architecture also includes the build-out of server and storage components and the addition of automated services for more of the functions that make Library content and metadata available for access on the web and through other channels. Working with content owners in the service units, ITS will provide assistance for the full migration of all existing content and metadata from outdated web applications, as well as storage to the virtualized environment and more automated and consistent deployment practices.

ITS also will work toward a goal of implementing "scale-out" data network functionality that increases flexibility for the deployment of network connections across the data center with minimal reconfiguration requirements, similar to the flexibility provided for servers and storage through virtualization. This effort will improve response time for large data transportation and reduce the costs of implementation.

As part of the virtualization infrastructure build-out, ITS will be driving the use of the technical architecture standards for hardware, system software, network solutions, security solutions, and application deployment processes. These standards will inform and be informed by evolving IT strategic planning processes and the continuing enterprise architecture components. These will be the basis for future priority setting and acquisition planning.

In support of IT standardization activities, ITS will

continue to review and refresh the technical architecture to ensure that the Library is keeping up with industry and federal government best practices, as well as Library strategic priorities and enterprise architecture targets. Using and refining content migration standards and guidelines, ITS will implement operational practices for continuing replacement of obsolete and out-dated equipment. ITS also will implement standards-

based operational practices for long-term storage and backup of content, to ensure that all types of content are explicitly identified and managed according to the appropriate priorities and guidelines. ITS also will focus on key legacy business applications to ensure that their operations and architectural plans are consistent with the standards of the evolving technical architecture.



Law Library Summary By Object Class (Dollars in Thousands)

Object Class	Fiscal 2012		Fiscal 2013 CR Base	Fiscal 2014 Request	Fiscal 2013/2014 Net Change	Percent Change
	Spending Plan	Actual Obligations				
11.1 Full-time permanent	\$ 8,550	\$ 8,162	\$ 8,703	\$ 8,906	+ \$203	2.3%
11.3 Other than full-time permanent	211	224	212	217	+ 5	2.4%
11.5 Other personnel compensation	6	89	6	6	0	0.0%
12.1 Civilian personnel benefits	2,291	2,367	2,305	2,371	+ 66	2.9%
13.0 Benefits for former employees	100	100	0	0	0	0.0%
Total, Pay	\$11,158	\$10,942	\$11,226	\$11,500	+ \$274	2.4%
21.0 Travel & transportation of persons	60	49	60	61	+ 1	1.7%
22.0 Transportation of things	8	3	9	9	0	0.0%
23.3 Communication, utilities & misc charges	49	47	50	51	+ 1	2.0%
24.0 Printing & reproduction	25	20	25	25	0	0.0%
25.1 Advisory & assistance services	65	66	65	66	+ 1	1.5%
25.2 Other services	1,648	1,872	1,662	1,681	+ 19	1.1%
25.3 Other purch of gds & services from gov acc	12	5	6	6	0	0.0%
25.7 Operation & maintenance of equipment	617	516	621	714	+ 93	15.0%
26.0 Supplies & materials	27	18	27	28	+ 1	3.7%
31.0 Equipment	2,681	2,663	2,697	2,775	+ 78	2.9%
42.0 Insurance claims & indemnities	0	11	0	0	0	0.0%
Total, Non-Pay	\$ 5,192	\$ 5,270	\$ 5,222	\$ 5,416	+ \$194	3.7%
Total, Law Library	\$16,350	\$16,212	\$16,448	\$16,916	+ \$468	2.8%

Law Library
Analysis of Change
(Dollars in Thousands)

	Fiscal 2014 Agency Request	
	FTE	Amount
Fiscal 2013 Continuing Resolution Base	96	\$16,448
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2014 @ 1.8%		158
Annualization of April 2013 pay raise @ .5%		58
Within-grade increases		54
Transit Subsidy Increase from \$230 to \$245		4
Total, Mandatory Pay and Related Costs	0	274
Price Level Changes		194
Program Increases	0	0
Net Increase/Decrease	0	\$ 468
Total Budget	96	\$16,916
Total Offsetting Collections	0	- 350
Total Appropriation	96	\$16,566

Law Library

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2014 BUDGET REQUEST

The Library is requesting a total of **\$16.916 million** for the Law Library program in fiscal 2014, an increase of \$0.468 million, or 2.8 percent, over fiscal 2013. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2012				Fiscal 2013 CR Base		Fiscal 2014 Request		Fiscal 2013/2014 Net Change		Percent Change
	Spending Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
LAW	96	\$16,350	90	\$16,213	96	\$16,448	96	\$16,916	0	\$468	2.8%

PROGRAM OVERVIEW

The Law Library of Congress (LAW) provides the Congress, executive branch agencies, courts, practicing bar, state and local governments, American businesses, scholars, and others with legal research and reference services related to U.S. federal, state, and local law, and the laws of more than 240 foreign and international jurisdictions. LAW has amassed the world's largest collection of authoritative legal sources, including more than 2.8 million volumes and 2.5 million micro-format and digital items.

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

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

LAW acquires, maintains, organizes, preserves, and provides access to a comprehensive legal collection in both analog and digital formats, building collections of necessary research materials that are not available through

copyright deposit, exchange, or federal or state transfer. The collections support the legal research that LAW and the Congressional Research Service provide to the Congress and that LAW provides to the Supreme Court, executive branch agencies, and the nation.

LAW is responsible for the content and is a key player in the future development of **Congress.gov**, the new legislative information system for the Congress and the public. LAW also provides electronic legal information products such as the *Century of Lawmaking for a New Nation*, which provides access to historic legislative documents; research and collection guides which focus on legal research techniques, events and issues; and a forum for the exchange of online legal sources.

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

Fiscal 2012 Priority Activities

In response to specific congressional requests, LAW staff members wrote reports and testified; consulted with Members of the Congress and their staff, the executive branch, and judiciary; and focused on supporting the Congress and educating the public through the provision of online special collections and digital legal resources. LAW also continued its effort to convert the current classification of the entire collection to Class K. Additionally, it provided instruction to public users and improved navigation for searching the THOMAS and beta **Congress.gov** databases. LAW began to implement its strategic plan and detailed business plan for a virtual

law library which will better serve congressional strategic priorities for foreign and international legal research, provide a more informed and comprehensive data environment through integrated systems and federated searching, and sustain a capability over the long term at a reasonable cost. LAW initiated 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 foreign delegations of legal scholars and professionals, organizing and conducting collaborative programs on timely legal issues, and producing and presenting exhibits and research reports. LAW furthered efforts to employ Web 2.0 strategies and social media capabilities, thereby showcasing the unique features of its web site content.

Fiscal 2013 Priority Activities

In fiscal 2013, LAW will focus on developing plans and collaborative arrangements to add digitized content to **Congress.gov** and support the continued development of this next generation legislative information system. LAW also will continue to pursue efforts to complete the classification of all remaining volumes to Class K, albeit at a slower pace because of reduced funding. Working within the broader Library of Congress web enhancement initiative, LAW will launch **LAW.gov**, incorporating selected LAW content such as the Guide to Law Online.

LAW will test with selected congressional offices a Library of Congress-wide coordinated training. LAW will pursue its long-term strategic plan and business plan initiatives to produce multi-jurisdictional legal information aligned with Library of Congress-wide web initiatives, affording the Congress and other constituents the benefits of more timely, targeted, and complete legal knowledge.

Fiscal 2014 Priority Activities

In fiscal 2014, LAW will continue to classify the remaining volumes to Class K to the extent the budget will allow, with the goal of remaining on schedule to classify the entire Law collection by country, subject, and form of material by fiscal 2020. Until classification is complete, legal material 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 the Congress and staff and implement enhancements where needed. LAW will begin to establish **LAW.gov** as the vehicle for disseminating information on and providing access to digital legal materials, research and development, preservation standards, guidelines, and best practices. The Library will work with the Architect of the Capitol on the construction of a vault to secure more than 50 percent of LAW's rare legal materials in a temperature and humidity controlled environment.



Office of Support Operations

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

Office of Support Operations Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2012				Fiscal 2013 CR Base		Fiscal 2014 Request		Fiscal 2013/2014 Net Change		Percent Change
	Spending Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
OSO - Basic	41	\$13,084	40	\$12,964	41	\$13,164	41	\$13,423	0	\$259	2.0%
HRS	61	9,511	57	9,464	61	9,569	61	9,796	0	227	2.4%
ISS	148	28,056	152	28,141	148	28,228	148	28,884	0	656	2.3%
Total, Office of Support Operations	250	\$50,651	249	\$50,569	250	\$50,961	250	\$52,103	0	\$1,142	2.2%

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

Object Class	Fiscal 2012		Fiscal 2013 CR Base	Fiscal 2014 Request	Fiscal 2013/2014 Net Change	Percent Change
	Spending Plan	Actual Obligations				
11.1 Full-time permanent	\$19,619	\$18,839	\$20,040	\$20,507	+ \$ 467	2.3%
11.3 Other than full-time permanent	32	101	32	33	+ 1	3.1%
11.5 Other personnel compensation	405	393	407	417	+ 10	2.5%
12.1 Civilian personnel benefits	5,725	5,797	5,760	5,945	+ 185	3.2%
13.0 Benefits for former personnel	300	300	0	0	0	0.0%
Total, Pay	\$26,081	\$25,430	\$26,239	\$26,902	+ \$ 663	2.5%
21.0 Travel & transportation of persons	65	39	66	67	+ 1	1.5%
22.0 Transportation of things	2	6	2	2	0	0.0%
23.1 Rental payments to GSA	3,207	3,234	3,226	3,556	+ 330	10.2%
23.2 Rental payments to others	11	38	11	0	- 11	-100.0%
23.3 Communication, utilities & misc charges	561	472	564	399	- 165	- 29.3%
24.0 Printing & reproduction	138	130	139	141	+ 2	1.4%
25.1 Advisory & assistance services	393	722	396	402	+ 6	1.5%
25.2 Other services	7,758	8,427	7,821	7,938	+ 117	1.5%
25.3 Other purch of gds & services from gov acc	1,950	1,470	1,947	1,978	+ 31	1.6%
25.4 Operation & maintenance of facilities	7,058	6,861	7,101	7,207	+ 106	1.5%
25.6 Medical care	20	20	20	20	0	0.0%
25.7 Operation & maintenance of equipment	1,607	1,475	1,617	1,652	+ 35	2.2%
26.0 Supplies & materials	289	259	291	296	+ 5	1.7%
31.0 Equipment	1,511	1,986	1,521	1,543	+ 22	1.4%
Total, Non-Pay	\$24,570	\$25,139	\$24,722	\$25,201	+ \$ 479	1.9%
Total, Office of Support Operations	\$50,651	\$50,569	\$50,961	\$52,103	+ \$1,142	2.2%

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

	Fiscal 2014 Agency Request	
	FTE	Amount
Fiscal 2013 Continuing Resolution Base	41	\$13,164
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2014 @ 1.8%		87
Annualization of April 2013 pay raise @ .5%		32
Within-grade increases		30
Transit Subsidy Increase from \$230 to \$245		3
Total, Mandatory Pay and Related Costs	0	152
Price Level Changes		107
Program Increases	0	0
Net Increase/Decrease	0	\$ 259
Total Budget	41	\$13,423
Total Offsetting Collections	0	0
Total Appropriation	41	\$13,423



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 2012		Fiscal 2013 CR Base	Fiscal 2014 Request	Fiscal 2013/2014 Net Change	Percent Change
	Spending Plan	Actual Obligations				
11.1 Full-time permanent	\$4,512	\$4,029	\$4,539	\$4,645	+ \$106	2.3%
11.3 Other than full-time permanent	10	0	10	11	+ 1	10.0%
11.5 Other personnel compensation	355	101	357	365	+ 8	2.2%
12.1 Civilian personnel benefits	1,083	1,112	1,090	1,127	+ 37	3.4%
Total, Pay	\$5,960	\$5,242	\$5,996	\$6,148	+ \$152	2.5%
21.0 Travel & transportation of persons	54	38	55	55	0	0.0%
22.0 Transportation of things	1	5	1	1	0	0.0%
23.3 Communication, utilities & misc charges	171	166	172	175	+ 3	1.7%
24.0 Printing & reproduction	29	23	29	29	0	0.0%
25.1 Advisory & assistance services	41	124	41	42	+ 1	2.4%
25.2 Other services	3,308	3,779	3,330	3,380	+ 50	1.5%
25.3 Other purch of gds & services from gov acc	414	187	415	421	+ 6	1.4%
25.4 Operation & maintenance of facilities	0	36	0	0	0	0.0%
25.7 Operation & maintenance of equipment	1,478	1,368	1,487	1,509	+ 22	1.5%
26.0 Supplies & materials	164	151	165	168	+ 3	1.8%
31.0 Equipment	1,464	1,845	1,473	1,495	+ 22	1.5%
Total, Non-Pay	\$7,124	\$7,722	\$7,168	\$7,275	+ \$107	1.5%
Total, Office of Support Operations - Basic	\$13,084	\$12,964	\$13,164	\$13,423	+ \$259	2.0%

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

	Fiscal 2014 Agency Request	
	FTE	Amount
Fiscal 2013 Continuing Resolution Base	41	\$13,164
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2014 @ 1.8%		87
Annualization of April 2013 pay raise @ .5%		32
Within-grade increases		30
Transit Subsidy Increase from \$230 to \$245		3
Total, Mandatory Pay and Related Costs	0	152
Price Level Changes		107
Program Increases	0	0
Net Increase/Decrease	0	\$ 259
Total Budget	41	\$13,423
Total Offsetting Collections	0	0
Total Appropriation	41	\$13,423

Office of Support Operations – Basic

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2014 BUDGET REQUEST

The Library is requesting a total of **\$13.423 million** for the Office of Support Operations – Basic in fiscal 2014, an increase of \$0.259 million, or 2 percent, over fiscal 2013. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2012				Fiscal 2013 CR Base		Fiscal 2014 Request		Fiscal 2013/2014 Net Change		Percent Change
	Spending Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
OSO_BASIC	41	\$13,084	40	\$12,964	41	\$13,164	41	\$13,423	0	\$259	2.0%

PROGRAM OVERVIEW

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

OSO has implemented a unified management approach to achieve economy, efficiency, and synergy across previously decentralized infrastructure services. In partnership with customers, OSO evaluates requirements, identifies solutions, and ensures that available resources are strategically directed to the Library's highest operating priorities.

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

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

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

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

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

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

Fiscal 2012 Priority Activities

In fiscal 2012, OSO completed an independent assessment of its program offices to refine business processes, integrate best practices, implement performance management and staff development, and identify technology improvements. OSEP continued to focus on safeguarding the Library's staff, collections, and facilities, including testing off-site continuity of operations activities, enhancing the Emergency Preparedness Program, and implementing security controls in ID badging and background checks. OIC collaborated with managers and supervisors to implement the Library's Multi-Year Affirmative Employment Program Plan (MYAEMP), integrated diversity management into the Library's human capital management program, and drafted an action plan to guide workplace modifications.

Fiscal 2013 Priority Activities

In fiscal 2013, OSO will refine and integrate business processes and administrative programs, including financial management, acquisitions planning, and automation strategy. OSO will focus on streamlining processes, enhancing staff competencies, centralizing work functions, and integrating IT solutions to maximize the ability to meet program needs in the current budgetary environment. OIC will collaborate with stakeholders on drafting a strategic vision for workplace diversity and modification and update the multi-year affirmative employment plan. OSEP will focus on evaluating and improving security controls to protect Library collections and assets, managing the Library's personnel security and employment suitability programs, and overseeing emergency preparedness readiness and staff training.

Fiscal 2014 Priority Activities

In fiscal 2014, OSO will focus on sustaining support operations of the Library's programs within available resources by implementing an integrated, cross-functional approach to providing customer service. This includes IT innovation, expanding staff capability and capacity, and implementing new business models for acquiring goods and services. OIC will continue to implement the updated MYAEP to reflect the Library's strategic vision for workplace diversity and modification. OSEP will focus on continuing multi-year assessments and implementing security controls to protect special format collections, overseeing compliance with federal laws and regulations governing personnel security and employment suitability, and conducting continuity of operations training and readiness.



Human Resources Services

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

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

Object Class	Fiscal 2012		Fiscal 2013 CR Base	Fiscal 2014 Request	Fiscal 2013/2014 Net Change	Percent Change
	Spending Plan	Actual Obligations				
11.1 Full-time permanent	\$5,036	\$5,133	\$5,142	\$5,262	+ \$120	2.3%
11.3 Other than full-time permanent	0	27	0	0	0	0.0%
11.5 Other personnel compensation	0	90	0	0	0	0.0%
12.1 Civilian personnel benefits	1,643	1,713	1,653	1,718	+ 65	3.9%
13.0 Benefits for former employees	75	75	0	0	0	0.0%
Total, Pay	\$6,754	\$7,038	\$6,795	\$6,980	+ \$185	2.7%
21.0 Travel & transportation of persons	10	0	10	10	0	0.0%
22.0 Transportation of things	1	1	1	1	0	0.0%
23.3 Communication, utilities & misc charges	19	9	19	20	+ 1	5.3%
24.0 Printing & reproduction	34	38	34	35	+ 1	2.9%
25.1 Advisory & assistance services	143	270	144	146	+ 2	1.4%
25.2 Other services	1,215	1,117	1,225	1,244	+ 19	1.6%
25.3 Other purch of gds & services from gov acc	1,301	985	1,306	1,325	+ 19	1.5%
26.0 Supplies & materials	5	5	5	5	0	0.0%
31.0 Equipment	29	1	30	30	0	0.0%
Total, Non-Pay	\$2,757	\$2,426	\$2,774	\$2,816	+ \$ 42	1.5%
Total, Human Resources Services	\$9,511	\$9,464	\$9,569	\$9,796	+ \$227	2.4%

Human Resources Services
Analysis of Change
(Dollars in Thousands)

	Fiscal 2014 Agency Request	
	FTE	Amount
Fiscal 2013 Continuing Resolution Base	61	\$9,569
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2014 @ 1.8%		116
Annualization of April 2013 pay raise @ .5%		34
Within-grade increases		31
Transit Subsidy Increase from \$230 to \$245		4
Total, Mandatory Pay and Related Costs	0	185
Price Level Changes		42
Program Increases	0	0
Net Increase/Decrease	0	\$ 227
Total Budget	61	\$9,796
Total Offsetting Collections	0	0
Total Appropriation	61	\$9,796

Human Resources Services

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2014 BUDGET REQUEST

The Library is requesting a total of **\$9.796 million** for Human Resources Services in fiscal 2014, an increase of \$0.227 million, or 2.4 percent, over fiscal 2013. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2012				Fiscal 2013 CR Base		Fiscal 2014 Request		Fiscal 2013/2014 Net Change		Percent Change
	Spending Plan		Actual Obligations		FTE	\$	FTE	\$	FTE	\$	%
	FTE	\$	FTE	\$							
OSO_HRS	61	\$9,511	57	\$9,464	61	\$9,569	61	\$9,796	0	\$227	2.4%

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

Fiscal 2012 Priority Activities

In fiscal 2012, HRS provided support for the separations of 186 staff under the VERA/VSIP programs. HRS partnered with Library senior managers to implement the Library's *FY 2011-2016 Human Capital Management Plan* (HCMP). The HCMP emphasized strategic alignment, accountability, leadership and knowledge management, results-oriented performance culture, and talent and acquisition management. This included initiatives to enhance supervisory selection, training and development, performance management, and communication with senior leadership. HRS supported the Library's continuity of operations (COOP) requirements through workplace flexibilities.

Fiscal 2013 Priority Activities

In fiscal 2013, HRS will continue its leadership role with the Library's Human Capital Planning Board (HCPB), ensuring that the Library meets the performance requirements of the HCMP. HRS also will collaborate with Library leaders to communicate decisions and provide clear guidance on change management and transformational efforts. HRS will continue to link performance management systems to the Library's strategic goals and the annual plans of individual organizations. HRS will work to strengthen Library workplace flexibilities and support COOP requirements. In addition, HRS will enhance supervisory training and development by developing 1) a training catalog of targeted online courses and other relevant learning resources indexed by supervisory competency and 2) a questionnaire that supervisors can use to evaluate their own performance in core competencies, with results linked to recommended resources in the training catalog.

Fiscal 2014 Priority Activities

In fiscal 2014, HRS will enhance the Library's succession planning management efforts, helping service units identify areas of vulnerability, providing training and development solutions, and implementing a phased retirement program, thereby enhancing mentoring and training of employees who could be filling the positions of more senior employees. HRS will support the Library's mission requirements through workforce augmentation, realignment, and streamlined processes. HRS will provide performance management guidance and training to managers and supervisors, develop master recruitment plans, and create human resources tools and handbooks. HRS will promote the competencies

of collaboration and innovation in all Library-wide staff development programs. The HCPB also will continue to help management increase disability awareness and

improve and implement remedies to meet accessibility and workplace modification needs among managers and staff.



Integrated Support Services

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

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

Object Class	Fiscal 2012		Fiscal 2013 CR Base	Fiscal 2014 Request	Fiscal 2013/2014 Net Change	Percent Change
	Spending Plan	Actual Obligations				
11.1 Full-time permanent	\$10,071	\$9,678	\$10,359	\$10,600	+ \$241	2.3%
11.3 Other than full-time permanent	21	74	21	22	+ 1	4.8%
11.5 Other personnel compensation	50	203	50	51	+ 1	2.0%
12.1 Civilian personnel benefits	2,999	2,971	3,017	3,100	+ 83	2.8%
13.0 Benefits for former personnel	225	225	0	0	0	0.0%
Total, Pay	\$13,366	\$13,151	\$13,447	\$13,773	+ \$326	2.4%
21.0 Travel & transportation of persons	1	1	1	1	0	0.0%
22.0 Transportation of things	0	0	0	0	0	0.0%
23.1 Rental payments to GSA	3,207	3,234	3,227	3,556	+ 329	10.2%
23.2 Rental payments to others	11	38	11	0	- 11	-100.0%
23.3 Communication, utilities & misc charges	370	298	373	205	- 168	- 45.0%
24.0 Printing & reproduction	75	69	76	77	+ 1	1.3%
25.1 Advisory & assistance services	209	328	211	214	+ 3	1.4%
25.2 Other services	3,236	3,530	3,265	3,314	+ 49	1.5%
25.3 Other purch of gds & services from gov acc	235	298	227	232	+ 5	2.2%
25.4 Operation & maintenance of facilities	7,058	6,824	7,101	7,208	+ 107	1.5%
25.6 Medical care	20	20	20	20	0	0.0%
25.7 Operation & maintenance of equipment	130	107	130	143	+ 13	10.0%
26.0 Supplies & materials	120	103	121	123	+ 2	1.7%
31.0 Equipment	18	140	18	18	0	0.0%
Total, Non-Pay	\$14,690	\$14,990	\$14,781	\$15,111	+ \$330	2.2%
Total, Integrated Support Services	\$28,056	\$28,141	\$28,228	\$28,884	+ \$656	2.3%

Integrated Support Services

Analysis of Change

(Dollars in Thousands)

	Fiscal 2014 Agency Request	
	FTE	Amount
Fiscal 2013 Continuing Resolution Base	148	\$28,228
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2014 @ 1.8%		184
Annualization of April 2013 pay raise @ .5%		68
Within-grade increases		63
Transit Subsidy Increase from \$230 to \$245		11
Total, Mandatory Pay and Related Costs	0	326
Price Level Changes		330
Program Increases	0	0
Net Increase/Decrease	0	\$ 656
Total Budget	148	\$28,884
Total Offsetting Collections	0	0
Total Appropriation	148	\$28,884

Integrated Support Services

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2014 BUDGET REQUEST

The Library is requesting a total of **\$28.884 million** for Integrated Support Services in fiscal 2014, an increase of \$0.656 million, or 2.3 percent, over fiscal 2013. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2012				Fiscal 2013 CR Base		Fiscal 2014 Request		Fiscal 2013/2014 Net Change		Percent Change
	Spending Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
OSO_ISS	148	\$28,056	152	\$28,141	148	\$28,228	148	\$28,884	0	\$656	2.3%

PROGRAM OVERVIEW

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

Fiscal 2012 Priority Activities

In fiscal 2012, ISS focused on long-term collection storage solutions through implementing the *Library of Congress Fiscal Year 2011 – 2016 Facility Plan*, which supports the *Library's 2011-2016 Strategic Plan*. ISS continued to oversee the multi-year renovation of the Library Services Acquisitions and Bibliographic Access space, implemented the Asset Management Tracking System, and provided essential facility design, construction support, and management of leased space. ISS collaborated with Library Services to transport to Ft. Meade designated special collection materials and identified suitable interim space to accommodate collection materials in the Library's Capitol Hill facilities. ISS coordinated the completion of general and program records schedules for 50 percent of Library divisions/offices, and drafted a memorandum of understanding with the National Archives and Records Management for transfer of the records. ISS supported the AOC in executing fire and life safety projects and egress improvements.

Fiscal 2013 Priority Activities

In fiscal 2013, ISS will focus on implementing the *Library of Congress Fiscal Year 2011–2016 Facility Plan* and provide essential facility design and construction support. ISS will continue to work with Library Services to transport collections to Ft. Meade and the Landover Center Annex. ISS will implement workforce adjustments and alignments to achieve mission priorities and increase efficiency. ISS will implement a pilot program for digitizing records to improve accessibility and preservation. ISS will implement a Library-wide standardized approach to fixed asset inventory management and implement service level agreements with customers to ensure accountability and effective resource allocation.

Fiscal 2014 Priority Activities

In fiscal 2014, ISS will focus on implementing the *Library of Congress Fiscal Year 2011–2016 Facility Plan* and provide essential facility design and construction support. ISS will initiate the implementation of Digital Records Management software. ISS will expand its integrated workplace management system to include a Demand Work Order module for managing routine service requests. ISS will support the Library's day-to-day operating requirements through workforce augmentation, technology enhancements, and the refinement of processes as needed. ISS will assess the suitability of available space for interim storage of collection materials in the Library's Capitol Hill and off-site facilities. ISS will continue to work with the AOC in support of Library buildings and grounds, including life safety projects, the power supply enhancement in the data center in the James Madison Building, and egress improvements.



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 2012		Fiscal 2013 CR Base	Fiscal 2014 Request	Fiscal 2013/2014 Net Change	Percent Change
	Spending Plan	Actual Obligations				
11.1 Full-time permanent	\$1,694	\$1,528	\$1,704	\$1,744	+ \$40	2.3%
11.3 Other than full-time permanent	57	69	57	58	+ 1	1.8%
11.5 Other personnel compensation	114	104	114	117	+ 3	2.6%
12.1 Civilian personnel benefits	498	489	502	516	+ 14	2.8%
Total, Pay	\$2,363	\$2,190	\$2,377	\$2,435	+ \$58	2.4%
21.0 Travel & transportation of persons	9	1	9	9	0	0.0%
23.3 Communication, utilities & misc charges	6	7	6	6	0	0.0%
24.0 Printing & reproduction	9	8	9	10	+ 1	11.1%
25.1 Advisory & assistance services	355	399	358	363	+ 5	1.4%
25.2 Other services	21	23	22	22	0	0.0%
25.3 Other purch of gds & services from gov acc	1	1	0	0	0	0.0%
25.7 Operation & maintenance of equipment	5	5	5	5	0	0.0%
26.0 Supplies & materials	13	10	13	14	+ 1	7.7%
31.0 Equipment	5	29	5	5	0	0.0%
Total, Non-Pay	\$ 424	\$ 483	\$ 427	\$ 434	+ \$ 7	1.6%
Total, Office of the Inspector General	\$2,787	\$2,673	\$2,804	\$2,869	+ \$65	2.3%

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

	Fiscal 2014 Agency Request	
	FTE	Amount
Fiscal 2013 Continuing Resolution Base	16	\$2,804
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2014 @ 1.8%		33
Annualization of April 2013 pay raise @ .5%		12
Within-grade increases		12
Transit Subsidy Increase from \$230 to \$245		1
Total, Mandatory Pay and Related Costs	0	58
Price Level Changes		7
Program Increases	0	0
Net Increase/Decrease	0	\$ 65
Total Budget	16	\$2,869
Total Offsetting Collections	0	0
Total Appropriation	16	\$2,869

Office of the Inspector General

LIBRARY OF CONGRESS, SALARIES AND EXPENSES

FISCAL 2014 BUDGET REQUEST

The Library is requesting a total of **\$2.869 million** for the Office of the Inspector General in fiscal 2014, an increase of \$0.065 million, or 2.3 percent, over fiscal 2013. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2012				Fiscal 2013 CR Base		Fiscal 2014 Request		Fiscal 2013/2014 Net Change		Percent Change
	Spending Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
OIG	16	\$2,787	15	\$2,673	16	\$2,804	16	\$2,869	0	\$65	2.3%

PROGRAM OVERVIEW

The Office of the Inspector General (OIG) is an independent office within the Library with a primary focus on audit and investigation activities. The office serves as a technical adviser to the Library on financial management, internal controls, and other relevant areas and formally reports to the Congress semiannually. OIG's mission and focus is to detect and prevent fraud, waste, abuse, and mismanagement in Library programs and operations and to provide recommendations to improve economy, efficiency, and effectiveness.

OIG operates through an Audits Division and an Investigations Division. The Audits Division conducts financial and performance audits of Library programs and operations and may conduct other types of reviews, such as inspections. This division assists the Library in efficiently and effectively managing its operations by providing constructive recommendations for policy and process improvement. OIG also oversees the Library's annual financial statements audits, which include the Library, its Financial Hosting Environment and the Momentum Financial System (which supports other legislative branch agencies' financial transactions), and the Open World Leadership Center (a separate legislative branch agency). The division focuses on areas of topical interest, particularly those presenting special challenges. OIG's audit work is subject to a triennial peer review by the Council of the Inspectors General on Integrity and Efficiency (CIGIE), the consortium of all federal statutory inspectors general located in executive and legislative branch departments and agencies. The latest review yielded an unqualified ("clean") opinion with no suggestions for improvement. The Audits Division includes highly trained auditors, a certified internal

auditor, two certified information systems auditors, an information technology (IT) professional, and three certified public accountants.

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," available to both Library staff and the public. Some administrative investigations are referred to Library management for action, and civil and criminal investigations are referred to the Department of Justice for possible prosecution. The division routinely works with outside law enforcement agencies, including the Federal Bureau of Investigation, and with other federal, state, and local agencies. The Investigations Division is staffed with special agents and analysts who are trained in law enforcement principles and practices and IT forensics.

OIG's budgetary resources are primarily dedicated to payroll costs, supporting 16 FTEs in fiscal 2012. Approximately 12 percent of total funding is allotted to procuring and overseeing the annual audit of the Library's financial statements. The audit is key to supporting the Library's ability to cross-service other legislative branch agencies with its financial management system.

Fiscal 2012 Priority Activities

During fiscal 2012, OIG directed its audit emphasis to activities where improvements in fiscal oversight would ensure the Library made the best use of its funding. The Audits Division conducted audits to review the security of the Library's computer systems and networks, controls in the Librarian's documents and correspondence

software application, the state of fire suppression systems safeguarding the collections, collections security and management of the Asian Division, and the functioning of the contracting office, which resulted in a hearing by a subcommittee of the Committee on House Administration. The Audits Division also performed a follow-up audit on its 2009 audit of IT strategic planning to determine the status of management's progress in implementing previous significant audit report recommendations. In other reviews, the division created an evaluation tool for assessing overseas field office operations, evaluated the work flows and related systems of internal control of the Library's Integrated Library System for acquisition of collections materials, reviewed the lapsing of \$3 million in fiscal 2011 funds, and analyzed a contractor's claim against the Library. During fiscal 2012, the Inspector General became the Vice Chair of the CIGIE Audit Committee.

OIG's Investigations Division continued to address newly reported cases on the OIG hotline and focused on employee misconduct and violations of laws, regulations, and ethics rules. Examples of its efforts included investigating the misuse of Library computers and networks, a contract award complaint, conflict of interest, external hacking of the Copyright Office's computers, government travel card abuse, financial fraud, the defacement of Library books by a researcher, theft, and other misconduct. An investigation concluded in fiscal 2012 resulted in the recovery of \$1 million in overbilling by a Library contractor.

In addition to the audit testimony, the OIG responded to two formal Congressional inquiries in fiscal 2012.

Fiscal 2013 Priority Activities

In fiscal 2013, OIG's audit emphasis includes key program areas such as collections development; plans for a new multi-purpose facility; warehousing and logistics; contracts management; performance budgeting; cloud computing and computer virtualization; IT development, operations, and security; and other matters. The Audits Division is continuing to ensure that Library funds are expended in the most beneficial manner, with a focus on internal controls to diminish opportunities for waste, fraud, abuse, and mismanagement. Also, the

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

The Library's fiscal 2012 appropriation included a 3.9 percent reduction to the OIG's fiscal 2011 funding level. This funding level has resulted in the OIG having to postpone filling one vacancy in the Audits Division and one-half FTE in the Investigations Division, perhaps indefinitely. The accumulation of mandatory pay increases during periods of flat or reduced budgets has eroded its ability to fully fund its optimum staffing level. In fiscal 2013, the OIG expects to operate with either 15.5 or 16.5 FTEs instead of 18 FTEs. The decrease in FTEs will reduce the number of audits and investigations that can be performed and available funding for experts and consultants.

Fiscal 2014 Priority Activities

The OIG plans to continue its emphasis in fiscal 2014 on assuring that the Library expends its funds in the most beneficial manner. The Audits Division will search for duplicative and unnecessary costs in Library operations as part of its traditional focus on preventing and identifying waste, fraud, abuse, and mismanagement. The division will direct its audit plan toward program and operating areas that expend the greatest share of the Library's resources, including IT purchases and management, warehousing and logistics, collections management, and security. Special emphasis will be given to the Library's top management challenges: facilities, IT infrastructure, performance budgeting, and contracting. The Investigations Division will continue its role of pursuing hotline complaints and employee misconduct. It also will continue its programs of identifying and preventing misuse of Library resources with continued emphasis on the Library's computer systems. Fiscal 2014 funding levels near the fiscal 2012 and 2013 levels will cause the OIG to operate with fewer staff and limited funding to hire any needed experts and consults, resulting in fewer audits and investigations and potentially the inability to conduct reviews of highly technical areas, such as evaluating the Library's IT security defenses.



COPYRIGHT OFFICE, SALARIES AND EXPENSES

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

Appropriation/PPA	Fiscal 2012				Fiscal 2013 CR Base		Fiscal 2014 Request		Fiscal 2013/2014 Net Change		Percent Change
	Spending Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
COP Basic	439	\$45,075	369	\$44,434	439	\$45,167	439	\$46,238	0	\$1,071	2.4%
COP Licensing Division	30	5,109	21	4,799	30	5,109	30	5,209	0	100	2.0%
COP Royalty Judges	6	1,466	6	1,253	6	1,473	6	1,505	0	32	2.2%
Total, COP, S&E	475	\$51,650	396	\$50,486	475	\$51,749	475	\$52,952	0	\$1,203	2.3%

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

Object Class	Fiscal 2012		Fiscal 2013 CR Base	Fiscal 2014 Request	Fiscal 2013/2014 Net Change	Percent Change
	Spending Plan	Actual Obligations				
11.1 Full-time permanent	\$30,856	\$30,443	\$32,005	\$32,742	+ \$737	2.3%
11.3 Other than full-time permanent	222	228	222	227	+ 5	2.3%
11.5 Other personnel compensation	25	5	26	27	+ 1	3.8%
11.5A Staff Awards ¹	219	185	220	225	+ 5	2.3%
11.8 Special personal services payment	0	14	0	0	0	0.0%
12.1 Civilian personnel benefits	8,885	8,965	8,904	9,162	+ 258	2.9%
13.0 Benefits for former personnel	1,100	1,093	25	25	0	0.0%
Total, Pay	\$41,307	\$40,933	\$41,402	\$42,408	+ \$1,006	2.4%
21.0 Travel & transportation of persons	215	151	215	218	+ 3	1.4%
22.0 Transportation of things	6	19	6	6	0	0.0%
23.2 Rental payments to others	305	350	305	310	+ 5	1.6%
23.3 Communication, utilities & misc charges	682	516	682	692	+ 10	1.5%
24.0 Printing & reproduction	327	319	327	332	+ 5	1.5%
25.1 Advisory & assistance services	163	163	163	165	+ 2	1.2%
25.2 Other services	5,870	5,201	5,902	5,992	+ 90	1.5%
25.3 Other purch of gds & services from gov acc	958	673	930	944	+ 14	1.5%
25.7 Operation & maintenance of equipment	535	657	535	584	+ 49	9.2%
26.0 Supplies & materials	218	181	218	221	+ 3	1.4%
31.0 Equipment	1,064	1,323	1,064	1,080	+ 16	1.5%
Total, Non-Pay	\$10,343	\$ 9,553	\$10,347	\$10,544	+ \$197	1.9%
Total, Copyright Office, S&E	\$51,650	\$50,486	\$51,749	\$52,952	+ \$1,203	2.3%

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 2014 Agency Request	
	FTE	Amount
Fiscal 2013 Continuing Resolution Base	475	\$51,749
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2014 @ 1.8%		578
Annualization of April 2013 pay raise @ .5%		213
Within-grade increases		185
Transit Subsidy Increase from \$230 to \$245		30
Total, Mandatory Pay and Related Costs	0	1,006
Price Level Changes		197
Program Increases	0	0
Net Increase/Decrease	0	\$ 1,203
Total Budget	475	\$52,952
Total Offsetting Collections	0	- 33,619
Total Appropriation	475	\$19,333





Copyright Basic

COPYRIGHT OFFICE, SALARIES AND EXPENSES

Copyright Basic Summary By Object Class (Dollars in Thousands)

Object Class	Fiscal 2012		Fiscal 2013 CR Base	Fiscal 2014 Request	Fiscal 2013/2014 Net Change	Percent Change
	Spending Plan	Actual Obligations				
11.1 Full-time permanent	\$28,212	\$27,849	\$29,307	\$29,982	+ \$675	2.3%
11.3 Other than full-time permanent	222	227	222	227	+ 5	2.3%
11.5 Other personnel compensation	210	185	211	216	+ 5	2.4%
12.1 Civilian personnel benefits	8,148	8,213	8,165	8,402	+ 237	2.9%
13.0 Benefits for former personnel	1,050	1,043	25	25	0	0.0%
Total, Pay	\$37,842	\$37,517	\$37,930	\$38,852	+ \$922	2.4%
21.0 Travel & transportation of persons	205	145	205	208	+ 3	1.5%
22.0 Transportation of things	4	3	4	4	0	0.0%
23.2 Rental payments to others	305	350	305	310	+ 5	1.6%
23.3 Communication, utilities & misc charges	657	496	657	666	+ 9	1.4%
24.0 Printing & reproduction	245	275	245	249	+ 4	1.6%
25.1 Advisory & assistance services	163	163	163	165	+ 2	1.2%
25.2 Other services	4,254	4,287	4,283	4,348	+ 65	1.5%
25.3 Other purch of gds & services from gov acc	50	55	25	25	0	0.0%
25.7 Operation & maintenance of equipment	522	544	522	570	+ 48	9.2%
26.0 Supplies & materials	183	163	183	186	+ 3	1.6%
31.0 Equipment	645	436	645	655	+ 10	1.6%
Total, Non-Pay	\$ 7,233	\$ 6,917	\$ 7,237	\$ 7,386	+ \$149	2.1%
Total, Copyright Basic	\$45,075	\$44,434	\$45,167	\$46,238	+ \$1,071	2.4%

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

	Fiscal 2014 Agency Request	
	FTE	Amount
Fiscal 2013 Continuing Resolution Base	439	\$45,167
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2014 @ 1.8%		529
Annualization of April 2013 pay raise @ .5%		195
Within-grade increases		170
Transit Subsidy Increase from \$230 to \$245		28
Total, Mandatory Pay and Related Costs	0	922
Price Level Changes		149
Program Increases	0	0
Net Increase/Decrease	0	\$ 1,071
Total Budget	439	\$46,238
Total Offsetting Collections	0	- 28,029
Total Appropriation	439	\$18,209

Copyright Basic

COPYRIGHT OFFICE, SALARIES AND EXPENSES

FISCAL 2014 BUDGET REQUEST

The Library is requesting a total of **\$46.238 million** for Copyright Basic in fiscal 2014, partially offset by copyright fee collections of \$28.029 million. The increase of \$1.071 million, or 2.4 percent, over fiscal 2013 supports mandatory pay related and price level increases. The Copyright Office is requesting the restoration of \$2 million in base funding. The fiscal 2012 enacted budget directed that up to \$2 million of the Copyright Office no-year account balance be used to offset the fiscal 2012 appropriation for the funding of ongoing operations. The fiscal 2013 Continuing Resolution contains the same language. Fees fluctuate throughout the fiscal year and from one fiscal year to another. The fluctuations in fee receipts can be substantial, and can be caused by items beyond the Copyright Office's control, such as changes in the economy. By the end of fiscal 2013, Copyright Office estimates the no-year fund balance will be exhausted. Restoration of this funding in fiscal 2014 will be critical to the Office's ability to operate.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2012				Fiscal 2013 CR Base		Fiscal 2014 Request		Fiscal 2013/2014 Net Change		Percent Change
	Spending Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
COP_BASIC	439	\$45,075	369	\$44,434	439	\$45,167	439	\$46,238	0	\$1,071	2.4%
Offsetting Coll.		-30,029		0		-30,029		-28,029		2,000	-6.7%
COP_BASIC Appr.	439	\$15,046	369	\$44,434	439	\$15,138	439	\$18,209	0	\$3,071	20.3%

PROGRAM OVERVIEW

The work of the 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 (see 17 U.S.C. §408), and providing policy expertise and advice to the U.S. Congress through studies, legislative proposals, and public meetings (see 17 U.S.C. §708).

The work of the U.S. 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 Office records licenses and assignments of copyright, provides public databases of copyright information, and administers the mandatory deposit provisions of the law. In fiscal 2012, the Copyright Office managed the deposit of 636,430 copies of creative works for the Library's collections which it would otherwise have had to purchase, valued at approximately \$30 million. (See Appendix G.)

The Register of Copyrights and Director of the Office is, by statute, the principal advisor to the Congress on issues of domestic and international copyright policy. The

Register and the Copyright Office staff work closely with both copyright owners and users of copyrighted materials to sustain an effective copyright law. The Copyright Office participates in important trade negotiations of the United States relating to intellectual property (e.g., treaties and free trade agreements) at both the bilateral and multilateral levels, and works with the White House, and other executive branch agencies, including the Department of Justice, on critical copyright matters and enforcement policy.

The Copyright Basic appropriation covers the following specific activities: (1) the examination of creative works of authorship submitted for registration; (2) registering claims to copyright; (3) recording licenses and other documents pertaining to copyright status and ownership; (4) creating, preserving, and publishing the world's largest public database of copyright records; (5) ensuring and administering the legal deposit of certain published works into the collections of the Library of Congress, as required by law; (6) conducting expert legal and policy studies; (7) providing ongoing advice and support to the Judiciary Committees of the House and 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 (8) 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 Office with registering certain noncopyrightable designs, including mask works (which incorporate semi-conductor chips) and vessel hulls. Through its policy work, the Office provides leadership and technical expertise to ensure that the copyright law stays relevant and updated, not only to protect authors in the 21st century, but to ensure updates for users of copyrighted works, such as appropriate exceptions for libraries, persons who are blind, and certain noncommercial educational activities.

The majority of the Office's budget comes from fees it collects for copyright registration and related services. In terms of appropriated dollars, the \$15 million provided to the Office in recent years has been more than offset by the \$30 million value of deposits provided 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 overall copyright system, including 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 is to the benefit of the users of copyrighted works as much as it is to the authors who may seek registration.

Fiscal 2012 Priority Activities

On October 25, 2011, the Register of Copyrights announced the Office's priorities and special projects through October 2013 in a comprehensive document that sets forth the significant statutory duties of the Copyright Office as well as expectations of the copyright community. The communication of these priorities and special projects represents a commitment from the Copyright Office to address complexities in the copyright system and prepare for future challenges.

The Copyright Office has been using this document as a road map to improve the quality and efficiency of its services subject to the availability of budgetary resources.

The priorities portion of the document outlines Copyright Office work on current and future law and policy questions including: orphan works, small claims solutions for copyright owners, mass book digitization, illegal streaming, international copyright issues in collaboration with the World Intellectual Property Organization, and other issues of concern to Congress. The projects portion of the document explains initiatives designed to improve operations and public services, including: technical upgrades to electronic registration, increased public outreach and copyright education, and reengineering of the copyright recordation division. These projects are critical as the Copyright Office must keep pace with the technology and legal developments of the outside world. That is, it must have the capacity to receive a digital film through its online registration system, but it must also have a regulatory framework sufficient to respond to 21st century authorship, such as procedures for registering web sites. On this latter point, the Office is engaged in producing a major revision of its *Compendium of Copyright Office Practices*, the authoritative publication for Copyright Office examiners, the public, and the courts regarding registration law and regulations.

In fiscal 2012, the Copyright Office released two policy reports on pre-1972 sound recording and mass digitization, respectively. In addition, the Copyright Office has formally engaged in public comment in support of two ongoing legislative policy activities: remedies for small claims and copyright office fees. Further reports and notices will be released in fiscal 2013 and the first quarter of fiscal 2014 in support of the initiatives set forth in the priorities document.

The Register testified before the House Judiciary Committee and, with legal and policy staff, supported a number of Congressional Offices through expert advice and analysis on numerous domestic and international topics. The Copyright Office participated in major negotiations at the World Intellectual Property Organization and with major trading partners including a major treaty to protect performers in the context of audio-visual works, held in June 2012 in Beijing, and several rounds of negotiations for the Trans-Pacific Partnership. On the litigation front, the Department of Justice called upon the Copyright Office on several important cases, including Supreme Court appeals *Golan v. Holder* and *Kirtsaeng v. John Wiley and Son*, respectively.

During fiscal 2012, the Copyright Office registered 511,539 claims. The public embraced the Office's electronic system, filing approximately 85 percent of claims electronically; the average processing time for processing electronic claims was between two and three months.

The Copyright Office continued its commitment to digitize 70 million historic, paper copyright records dating from 1870 to 1977, many of which implicate works still protected by copyright today. The Copyright Office has focused on digitizing the Copyright Card Catalog and, as of September 2012, more than 22.5 million cards have been digitized. In conjunction with other principals in the Library, it continued the technical development and associated standards for acquiring certain serial publications that are only available digitally.

Fiscal 2013 Priority Activities

In fiscal 2013, the Copyright Office will reset its policy priorities in collaboration with the Congress, focusing on a number of major issues from orphan works to music licensing and any other priorities of the Congress. The Copyright Office will deliver to the Congress legislative recommendations on orphan works, library exceptions, mass digitization policy, and finalize its analysis of small claims solutions for copyright owners. The Office also will release portions of the revised *Compendium of Copyright Office Practices* during fiscal 2013 for review by professional bar associations. The Office will continue its work on major negotiations for intellectual property protection in the Asia-Pacific rim and other regions of the world, and continue major work on the implementation of worldwide protection for performers in audio-visual works and a treaty for persons who are blind or have print disabilities.

The Office also is continuing its research and analysis of the Register's special projects, preparing for additional public outreach and preliminary conclusions. Each of these projects relates directly to the stewardship and effective operation of the Nation's copyright registration and recordation systems in the 21st century, and will inform the Copyright Office's focus and strategies for fiscal years 2014–2018. For example, the Copyright

Office will continue its comprehensive evaluation of the technical aspects of registration and recordation in fiscal 2013, including crafting a strategy to address certain technology, portal and processing issues in part by studying and consulting with stakeholders and experts. It will continue the critical work of ensuring standards for repositories of electronic works of authorship and digitizing historic copyright records from the period of 1870 to 1977. These efforts have engaged many kinds of stakeholders, from technology experts to authors, musicians, publishers, and producers.

The Copyright Office will deliver a fee study to the Congress in fiscal 2013 and address the implementation of a revised fee schedule and associated practices, as appropriate. This follows research and public consultation in fiscal 2011 and 2012. Finally, working with the Library, the Register will implement a major reorganization of the Copyright Office divisions and workload, in order to better use resources, create updated jobs, and align the mission of the Office to the 21st century.

Fiscal 2014 Priority Activities

In October 2013, the Copyright Office will conclude the research and analysis phase in support of the Register's priorities and special projects. The Copyright Office will develop a strategic plan for fiscal years 2014–2018, in conjunction with the Library-wide strategic planning process, to implement the recommendations of staff and both internal and external stakeholders. As budget allows, the Copyright Office will begin to implement the recommendations, including reengineering of the recordation program, upgrades to electronic registration, and making digitized records searchable via the Internet.

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

The Copyright Office will continue its long-term work with the Congress on a number of major policy issues, domestic and international.





Copyright Licensing Division

COPYRIGHT OFFICE, SALARIES AND EXPENSES

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

Object Class	Fiscal 2012		Fiscal 2013 CR Base	Fiscal 2014 Request	Fiscal 2013/2014 Net Change	Percent Change
	Spending Plan	Actual Obligations				
11.1 Full-time permanent	\$1,786	\$1,746	\$1,836	\$1,879	+ \$43	2.3%
11.5 Other personnel compensation	30	9	30	31	+ 1	3.3%
11.8 Special personal services payment	0	14	0	0	0	0.0%
12.1 Civilian personnel benefits	508	506	508	522	+ 14	2.8%
13.0 Benefits for former personnel	50	50	0	0	0	0.0%
Total, Pay	\$2,374	\$2,325	\$2,374	\$2,432	+ \$58	2.4%
21.0 Travel & transportation of persons	7	4	7	7	0	0.0%
22.0 Transportation of things	1	0	1	1	0	0.0%
23.3 Communication, utilities & misc charges	16	16	16	16	0	0.0%
24.0 Printing & reproduction	12	10	12	13	+ 1	8.3%
25.2 Other services	1,392	838	1,392	1,416	+ 24	1.7%
25.3 Other purch of gds & services from gov acc	848	596	848	858	+ 10	1.2%
25.7 Operation & maintenance of equipment	12	108	12	13	+ 1	8.3%
26.0 Supplies & materials	33	15	33	33	0	0.0%
31.0 Equipment	414	887	414	420	+ 6	1.4%
Total, Non-Pay	\$2,735	\$ 2,474	\$2,735	\$2,777	+ \$42	1.5%
Total, Licensing Division	\$5,109	\$4,799	\$5,109	\$5,209	+ \$100	2.0%

Copyright Licensing Division
Analysis of Change
(Dollars in Thousands)

	Fiscal 2014 Agency Request	
	FTE	Amount
Fiscal 2013 Continuing Resolution Base	30	\$5,109
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2014 @ 1.8%		33
Annualization of April 2013 pay raise @ .5%		12
Within-grade increases		11
Transit Subsidy Increase from \$230 to \$245		2
Total, Mandatory Pay and Related Costs	0	58
Price Level Changes		42
Program Increases	0	0
Net Increase/Decrease	0	\$ 100
Total Budget	30	\$5,209
Total Offsetting Collections	0	- 5,209
Total Appropriation	30	\$0

Copyright Licensing Division

COPYRIGHT OFFICE, SALARIES AND EXPENSES

FISCAL 2014 BUDGET REQUEST

The Library is requesting a total of **\$5.209 million** in offsetting collection authority for the Copyright Licensing Division in fiscal 2014, an increase of \$0.100 million, or 2 percent, over fiscal 2013. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2012				Fiscal 2013 CR Base		Fiscal 2014 Request		Fiscal 2013/2014 Net Change		Percent Change
	Spending Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
COP_LIC	30	\$5,109	21	\$4,799	30	\$5,109	30	\$5,209	0	\$100	2.0%
Offsetting Coll.		-5,109		0		-5,109		-5,209		-100	2.0%
COP_LIC Appr.	30	0	21	4,799	30	0	30	0	0	0	0.0%

PROGRAM OVERVIEW

The Copyright Office, through its 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 and determining the distribution of royalties for certain copyright statutory licenses. These licenses include secondary transmissions of radio and television programs by cable television systems and secondary transmissions of network and non-network stations by satellite carriers. The licenses also encompass the importing, manufacturing, and distributing of digital audio recording devices or media. In addition, Licensing oversees the licensing of ephemeral recordings; the non-interactive digital transmission of performances of sound recordings; the production and distribution of phonorecords of non-dramatic musical works; the use of published non-dramatic musical, pictorial, graphic, sculptural, and non-dramatic literary works in connection with non-commercial broadcasting; and secondary transmissions by satellite carriers for local retransmissions.

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

Fiscal 2012 Priority Activities

In fiscal 2012, Licensing continued to devote budgetary and staff resources to implementing its reengineered processes and a new technology system. The division piloted the cable statement of account submission system in September. The pilot allows for automation of both SA1–2 short forms and the SA3 long form Statements of Account. When the implementation is complete, Licensing expects reengineering to have improved service to customers and enhanced public records availability.

During fiscal 2012, Licensing collected nearly \$312 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 \$835 million in royalties according to voluntary agreements among claimants or as a result of determinations of the Copyright Royalty Judges. This level of distribution was significantly higher than historical distribution levels.

Fiscal 2013 Priority Activities

In fiscal 2013, Licensing will continue implementing and refining the reengineered processes and technology system. Licensing will show the cable statement of account submission pilot to key stakeholders and work to enhance further the automation of the more complex SA3 forms. In addition, Licensing will work to implement its cable statement of account post submission workflows, including statement of account examination and statement of account revisions and amendments.

Finally, Licensing will continue to collect and distribute royalty fees and examine documents.

Fiscal 2014 Priority Activities

In fiscal 2014, Licensing will continue implementing and refining the reengineered processes and technology

system. Licensing will implement the financial management components of the cable royalty system and begin work on automation of its satellite, digital audio recording technology (DART), and notice licenses. In addition, Licensing will continue to collect and distribute royalty fees and examine documents.



Copyright Royalty Judges

COPYRIGHT OFFICE, SALARIES AND EXPENSES

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

Object Class	Fiscal 2012		Fiscal 2013 CR Base	Fiscal 2014 Request	Fiscal 2013/2014 Net Change	Percent Change
	Spending Plan	Actual Obligations				
11.1 Full-time permanent	\$ 857	\$ 849	\$ 862	\$ 882	+ \$20	2.3%
11.5 Other personnel compensation	4	-4	4	4	0	0.0%
12.1 Civilian personnel benefits	230	246	232	238	+ 6	2.6%
Total, Pay	\$1,091	\$1,091	\$1,098	\$1,124	+ \$26	2.4%
21.0 Travel & transportation of persons	2	1	2	2	0	0.0%
22.0 Transportation of things	1	16	1	1	0	0.0%
23.3 Communication, utilities & misc charges	9	4	9	9	0	0.0%
24.0 Printing & reproduction	70	34	70	71	+ 1	1.4%
25.2 Other services	224	76	224	228	+ 4	1.8%
25.3 Other purch of gds & services from gov acc	61	23	61	61	0	0.0%
25.7 Operation & maintenance of equipment	1	5	1	1	0	0.0%
26.0 Supplies & materials	2	3	2	3	+ 1	50.0%
31.0 Equipment	5	0	5	5	0	0.0%
Total, Non-Pay	\$ 375	\$ 162	\$ 375	\$ 381	+ \$ 6	1.6%
Total, Copyright Royalty Judges	\$1,466	\$1,253	\$1,473	\$1,505	+ \$32	2.2%

Copyright Royalty Judges
Analysis of Change
(Dollars in Thousands)

	Fiscal 2014 Agency Request	
	FTE	Amount
Fiscal 2013 Continuing Resolution Base	6	\$1,473
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2014 @ 1.8%		15
Annualization of April 2013 pay raise @ .5%		6
Within-grade increases		5
Transit Subsidy Increase from \$230 to \$245		0
Total, Mandatory Pay and Related Costs	0	26
Price Level Changes		6
Program Increases	0	0
Net Increase/Decrease	0	\$ 32
Total Budget	6	\$1,505
Total Offsetting Collections	0	- 381
Total Appropriation	6	\$1,124

Copyright Royalty Judges

COPYRIGHT OFFICE, SALARIES AND EXPENSES

FISCAL 2014 BUDGET REQUEST

The Library is requesting a total of **\$1.505 million** for the Copyright Royalty Judges in fiscal 2014, partially offset by copyright royalty fee collections of \$0.381 million. The increase of \$0.032 million, or 2.2 percent, over fiscal 2013 supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2012				Fiscal 2013 CR Base		Fiscal 2014 Request		Fiscal 2013/2014 Net Change		Percent Change
	Spending Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
COP_CRJ	6	\$1,466	6	\$1,253	6	\$1,473	6	\$1,505	0	\$32	2.2%
Offsetting Coll.		-375		0		-375		-381		-6	1.6%
COP_CRJ	6	\$1,091	6	\$1,253	6	\$1,098	6	\$1,124	0	\$26	2.4%

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 Board and authorizes the CRJs to determine rates and terms for the compulsory licenses established by the Act. The CRJs also adjudicate distribution of royalties that the licensees pay.

The CRJs conduct evidentiary hearings and issue findings of fact and conclusions of law pertaining to rates and terms of compulsory statutory licenses and the distribution of cable, satellite, and digital audio recording technology (DART) licensing fees. The CRJs consult with the Register of Copyrights (Register) on novel questions of copyright law and on determinations that impose operational responsibilities on the Copyright Office. Under title 17, the Register may also publish an opinion regarding the CRJs' resolution of material questions of substantive law if the Register determines the CRJs have made an error of law. The Register's opinion is prospectively binding on the CRJs.

Fiscal 2012 Priority Activities

In fiscal 2012, the CRJs devoted resources to compliance with statutory deadlines for rate and distribution proceedings. The CRJs completed hearings on rates and terms for section 112 and section 114 licenses for pre-existing satellite services and satellite digital audio radio services, and initiated a section 112 rate proceeding for ephemeral licenses for business establishment services. The CRJs commenced proceedings for section 115 licenses for making and distributing physical and digital

phonorecords and published the parties' agreed rates and terms. Participants in the section 118 proceedings relating to licenses for noncommercial educational broadcasting services also reached agreement and the CRJs published the agreed rates and terms. The CRJs completed a hearing on partial distribution of almost \$500 million in Phase I cable and satellite royalties.

Statutory licenses resulted in the collection of nearly \$312 million in royalties. CRJs directed a record distribution of over \$ 835 million to copyright owners. CRJs devoted resources to three distribution proceedings in fiscal 2012.

Semiannually, CRJs solicit, receive, evaluate, and process claims filed for distributions from royalty funds. In fiscal 2012, CRJs received approximately 600 claims for cable funds, 300 for satellite funds, and 40 for DART funds.

In fiscal 2012, CRJs also continued their ongoing review of copyright regulations in chapter III, title 37 of the Code of Federal Regulations (CFR).

Fiscal 2013 Priority Activities

The CRJs will issue final determinations of rates and terms for preexisting subscription and satellite digital audio radio services, noncommercial educational broadcasting services, and the making and distributing of physical and digital phonorecords to meet statutory deadlines. The CRJs will issue a final determination in remand proceedings for section 112 and 114 licenses for webcasting services for the 2011-15 license periods. CRJs will conduct hearings and issue a final determination in the proceeding to determine Phase II distributions of cable royalties for the fund years 2000-03. The CRJs will

continue to focus on distributing royalty funds to the copyright owners. The CRJs will continue to review the procedural regulations governing CRJs' proceedings to streamline and standardize the proceedings.

Fiscal 2014 Priority Activities

The Copyright Act (Title 17 U.S.C.) provides that the CRJs set royalty rates and terms for staggered terms. The terms for the various categories of compulsory licenses

are staggered; consequently, the CRJs initiate and resolve proceedings every year for different licensors. Fiscal 2014 will be the time to finalize rates for business establishment services' ephemeral licenses. The CRJs will also initiate rate proceedings for webcasters' licenses under sections 112 and 114 of the Act and commence rate proceedings for new subscription services. The CRJs engage in distribution proceedings on a continuing basis and will encourage and authorize as many distributions of royalties as possible.



CONGRESSIONAL RESEARCH SERVICE,

SALARIES AND EXPENSES

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

Object Class	Fiscal 2012		Fiscal 2013 CR Base	Fiscal 2014 Request	Fiscal 2013/2014 Net Change	Percent Change
	Spending Plan	Actual Obligations				
11.1 Full-time permanent	\$ 72,232	\$ 72,185	\$ 73,228	\$ 74,888	+ \$1,660	2.3%
11.3 Other than full-time permanent	1,700	1,486	1,710	1,749	+ 39	2.3%
11.5 Other personnel compensation	4	3	4	4	0	0.0%
11.5A Staff Awards ¹	500	470	503	514	+ 11	2.2%
11.8 Special personal services payment	0	32	0	0	0	0.0%
12.1 Civilian personnel benefits	19,555	19,536	19,675	20,183	+ 508	2.6%
13.0 Benefits for former personnel	560	565	10	10	0	0.0%
Total, Pay	\$94,551	\$94,277	\$95,130	\$97,348	+ \$2,218	2.3%
21.0 Travel & transportation of persons	121	88	121	123	+ 2	1.7%
22.0 Transportation of things	1	0	1	1	0	0.0%
23.3 Communication, utilities & misc charges	364	340	366	371	+ 5	1.4%
24.0 Printing & reproduction	21	15	21	22	+ 1	4.8%
25.1 Advisory & assistance services	1,257	1,484	1,265	1,284	+ 19	1.5%
25.2 Other services	2,875	2,488	2,922	2,967	+ 45	1.5%
25.3 Other purch of gds & services from gov acc	84	101	56	56	0	0.0%
25.7 Operation & maintenance of equipment	1,414	1,247	1,422	1,575	+ 153	10.8%
26.0 Supplies & materials	3,290	3,445	3,310	3,360	+ 50	1.5%
31.0 Equipment	2,812	3,182	2,830	2,872	+ 42	1.5%
Total, Non-Pay	\$ 12,239	\$ 12,390	\$ 12,314	\$ 12,631	+ \$ 317	2.6%
Total, CRS, S&E	\$106,790	\$106,667	\$107,444	\$109,979	+ \$2,535	2.4%

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

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

	Fiscal 2014 Agency Request	
	FTE	Amount
Fiscal 2013 Continuing Resolution Base	651	\$107,444
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2014 @ 1.8%		1,313
Annualization of April 2013 pay raise @ .5%		484
Within-grade increases		388
Transit Subsidy Increase from \$230 to \$245		33
Total, Mandatory Pay and Related Costs	0	2,218
Price Level Changes		317
Program Increases	0	0
Net Increase/Decrease	0	\$ 2,535
Total Budget	651	\$109,979
Total Offsetting Collections	0	0
Total Appropriation	651	\$109,979

Congressional Research Service

CONGRESSIONAL RESEARCH SERVICE, SALARIES AND EXPENSES

FISCAL 2014 BUDGET REQUEST

The Library is requesting a total of **\$109.979 million** for the Congressional Research Service in fiscal 2014, an increase of \$2.535 million, or 2.4 percent, over fiscal 2013. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2012				Fiscal 2013 CR Base		Fiscal 2014 Request		Fiscal 2013/2014 Net Change		Percent Change
	Spending Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
CRS	651	\$106,790	616	\$106,667	651	\$107,444	651	\$109,979	0	\$2,535	2.4%

PROGRAM OVERVIEW

The Congressional Research Service (CRS) provides the Congress with timely, objective, authoritative, and confidential research and analysis in aid of its legislative, oversight and representational functions. Members of the House and Senate, congressional committees, and office and committee staff are the beneficiaries of CRS' efforts. This client base numbered more than 15 thousand as of the 112th Congress.

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 provides written CRS Reports on major policy issues on the legislative agenda. Acting as a pooled staff resource, CRS experts interact with the Congress by providing tailored, confidential memoranda in response to inquiries, personalized briefings and consultations, expert testimony, seminars and programs, and materials in response to individual requests. CRS also maintains a 24/7 web site that affords the Congress access to its reports, analytical and information resources, and mechanisms to contact CRS experts, place requests, and access other resources and services.

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

Fiscal 2012 Priority Activities

In fiscal 2012, CRS, like the rest of the Library, faced the government's fiscal challenges, which resulted in staff

reductions of more than 40 positions through separation/early retirement incentives and limited hiring to replace departures. The reductions necessitated broadening the portfolios of existing staff and exploring opportunities for collaborative approaches to providing research and analytic support to Congress. CRS managed to maintain an array of CRS Reports on issues before the Congress, prepared tailored memoranda, conducted briefings of Member and committee staff, and presented seminars and programs on policy issues and congressional processes and procedures and staff training.

It was necessary to mobilize resources across CRS for analysis of major issues affecting the legislative agenda such as turmoil in the Middle East, implementation of health care and financial regulation reform, and global fiscal and economic uncertainty. CRS also supported congressional oversight and investigations and provided accessible legal and policy analysis of the implications of the landmark Supreme Court decision on the constitutionality of the Affordable Care Act.

CRS organized its web site (**CRS.gov**) around the major issues before the Congress, identifying more than 160 issues and maintaining menus of products that address these issues. Legal Sidebars – shorter analytical treatments of current legal developments relevant to the legislative agenda – also were introduced on the web site. CRS offered this prototype product and the enhancement of the personalization functionality of the CRS web site in response to client demand for more accessible and timely research and analysis. CRS also continued development work to enhance the search capacity of **CRS.gov** which, along with the subscription capability introduced in fiscal 2011, will enable greater personalization of the web site resources for congressional

clients. CRS also collaborated Library-wide to accomplish the initial beta release of **Congress.gov**, a significant step toward the Library's fiscal 2014 goal to replace two legacy systems – the Legislative Information System (LIS) and THOMAS – with a single modern legislative information system.

With almost 90 percent of its budget devoted to payroll, the fiscal 2012 budget required a significant reduction in staffing and research materials, staff development, and information technology investments. Budgetary pressures are particularly acute in the area of technology investment, as CRS must stay aligned with the tools and services available to its congressional clients and maintain relevance in a fast-moving technology environment.

Fiscal 2013 Priority Activities

CRS will continue its support for the full range of legislative issues and congressional needs within a constrained budget. Hiring limitations will require replacing only the most critical vacated positions, and there will be increased emphasis on working more efficiently and streamlining product and service offerings. CRS launched its legislative planning process for the 113th Congress early in the fall and plans a robust array of products aligned around the major issues facing the Congress. These products will be designed to serve the range of congressional staff needs at particular stages of the legislative process. Staff also will be able to avail themselves of enhanced personalization and search capabilities on the web site to better focus on the most relevant products, services, and expertise for their needs.

CRS will consolidate its outreach operations to achieve

efficiencies in informing the Congress of products and services and receiving feedback on its work. CRS is exploring new ways to deliver content and training and orientation material to clients and will refine client management, web analytics, and management information tools to focus the work and provide content in ways compatible with congressional staff needs and the tools they currently use. Access to CRS experts will be more transparent, thereby further strengthening consultative relationships.

Fiscal 2014 Priority Activities

CRS will continue to support the legislative agenda and provide products and services within a constrained budget environment and responding to critical staff departures by acquiring more broadly focused expertise, thereby permitting the widest possible coverage of issues on the legislative agenda. CRS will continue to examine its workforce to achieve efficiencies and the right balance of skills necessary to serve congressional needs.

CRS will focus its technology investment on providing products and services on platforms and in formats most compatible with those utilized by congressional clients. Efficiencies are achievable through the creation of web-based resources that are widely available to clients in different formats, and in the development of broadcast capabilities that reach larger audiences and permit more flexibility of access to CRS programs and training.

CRS outreach and client-relation management efforts will be refined to better gauge demand, reduce duplication, and ensure that CRS focuses its work on the most important legislative issues and client needs.



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 2012		Fiscal 2013 CR Base	Fiscal 2014 Request	Fiscal 2013/2014 Net Change	Percent Change
	Spending Plan	Actual Obligations				
11.1 Full-time permanent	\$ 8,202	\$ 8,089	\$ 8,353	\$ 8,542	+ \$189	2.3%
11.3 Other than full-time permanent	327	329	329	337	+ 8	2.4%
11.5 Other personnel compensation	12	4	12	12	0	0.0%
11.5A Staff Awards ¹	20	11	20	20	0	0.0%
12.1 Civilian personnel benefits	2,231	2,237	2,244	2,304	+ 60	2.7%
13.0 Benefits for former personnel	103	104	3	3	0	0.0%
Total, Pay	\$10,895	\$10,774	\$10,961	\$11,218	+ \$257	2.3%
21.0 Travel & transportation of persons	207	173	209	212	+ 3	1.4%
22.0 Transportation of things	47	50	47	48	+ 1	2.1%
23.1 Rental payments to GSA	1,813	2,130	1,824	1,937	+ 113	6.2%
23.3 Communication, utilities & misc charges	308	56	310	314	+ 4	1.3%
24.0 Printing & reproduction	960	949	966	980	+ 14	1.4%
25.1 Advisory & assistance services	900	1,059	906	919	+ 13	1.4%
25.2 Other services	5,545	5,534	5,583	5,667	+ 84	1.5%
25.3 Other purch of gds & services from gov acc	62	68	59	60	+ 1	1.7%
25.4 Operation & maintenance of facilities	40	27	40	41	+ 1	2.5%
25.5 Research and Development Contracts	45	34	45	46	+ 1	2.2%
25.7 Operation & maintenance of equipment	36	36	36	36	0	0.0%
25.8 Subsistence and Support of Persons	35	71	35	36	+ 1	2.9%
26.0 Supplies & materials	244	112	245	249	+ 4	1.6%
31.0 Equipment	29,537	29,327	29,718	30,164	+ 446	1.5%
Total, Non-Pay	\$39,779	\$39,626	\$40,023	\$40,709	+ \$686	1.7%
Total, BBPH, S&E	\$50,674	\$50,400	\$50,984	\$51,927	+ \$943	1.8%

¹

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

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

	Fiscal 2014 Agency Request	
	FTE	Amount
Fiscal 2013 Continuing Resolution Base	128	\$50,984
Non-recurring Costs	0	0
Mandatory Pay and Related Costs:		
Locality-based comparability pay raise January 2014 @ 1.8%		153
Annualization of April 2013 pay raise @ .5%		56
Within-grade increases		45
Transit Subsidy Increase from \$230 to \$245		3
Total, Mandatory Pay and Related Costs	0	257
Price Level Changes		686
Program Increases	0	0
Net Increase/Decrease	0	\$ 943
Total Budget	128	\$51,927
Total Offsetting Collections	0	0
Total Appropriation	128	\$51,927

Books for the Blind and Physically Handicapped

BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED, SALARIES AND EXPENSES

FISCAL 2014 BUDGET REQUEST

The Library is requesting a total of **\$51.927 million** for the National Library Service for the Blind and Physically Handicapped in fiscal 2013, an increase of \$0.943 million, or 1.8 percent, over fiscal 2012. This increase supports mandatory pay related and price level increases.

Resource Summary (Dollars in Thousands)

Appropriation/PPA	Fiscal 2012				Fiscal 2013 CR Base		Fiscal 2014 Request		Fiscal 2013/2014 Net Change		Percent Change
	Spending Plan		Actual Obligations								
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$	%
NLS/BBPH	128	\$50,674	105	\$50,400	128	\$50,984	128	\$51,927	0	\$943	1.8%

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 machines. It also manages the distribution of these materials through a network of 56 regional and 47 subregional libraries throughout the United States. The network serves more than 800 thousand reader accounts and circulates more than 26 million books and magazines annually. The NLS staff is comprised of librarians, engineers, technical specialists, support staff, and temporary and intermittent employees.

FISCAL 2012 PRIORITY ACTIVITIES

The focus of the program in fiscal 2012 was on book production and development of the digital magazine program. NLS produced an average of 808 copies each of 2 thousand new digital talking books (DTBs).

Conversion of the analog cassette book collection to digital format continued, with contracts in place for 4,800 analog titles. Work continued to convert and add music instruction materials, books produced by network libraries, and foreign language titles to the Braille and Audio Reading Download (BARD) system. NLS awarded contracts for the transition of the cassette-based magazine program to a digital-based program and

for a survey to define more clearly the reading habits, technological capabilities, and preferences of patrons, as well as individuals and institutions that are eligible for the program but do not yet participate. NLS completed and submitted to the Congress a study of NLS products and services for future operations. NLS also began to explore the feasibility of books-on-demand duplication services.

FISCAL 2013 PRIORITY ACTIVITIES

NLS will analyze the demographic survey initiated in fiscal 2012 to gain a better understanding of the needs of its user communities. Targets for book production are for 800 copies each of 2,100 new digital talking books and up to 45 copies each of 500 braille titles. Conversion of legacy analog cassette books will continue as funding allows, and the distribution of magazines on digital flash cartridge will be implemented. NLS also will implement programs for the recycling/reuse of flash memory cartridges. In addition, NLS will participate in an international braille literacy initiative and will migrate two critical software applications to a more current, efficient, and integrated platform. Enhancements to BARD will be introduced, including options for additional content and services. NLS is working to develop partnerships with other organizations to share products and services. The obsolescence of some parts in the digital talking-book machine which was designed in 2005, necessitates a design update. The design update will begin in fiscal 2013 and will explore the delivery of audio books directly to the player via the Internet. NLS will explore software applications for consumer electronic devices, such as tablets and mobile telephones, to broaden the availability of NLS books for patrons. These devices are expected to constitute a small but growing segment of

book circulation. Based on the results of the study and planning conducted in fiscal 2012, NLS will evaluate and implement the books-on-demand project.

FISCAL 2014 PRIORITY ACTIVITIES

In fiscal 2014, NLS will make use of the information gathered in the demographic survey to identify individuals, groups, and institutions for further outreach efforts. Targets for book production remain unchanged from fiscal 2013, to contract for the production of 2,100 audio titles and 500 braille titles. The conversion of the legacy catalog of analog titles will continue as funding permits. Development of the design update of the

digital talking-book machine will continue, involving the further refinement of processes and technologies identified in fiscal 2013. Work will continue on making program offerings accessible through a variety of formats, including downloads through the BARD web site and newly developed accessibility on Apple or Android-based smart phones. NLS will complete the conversion of the data systems which collect information from the network of cooperating libraries and identify additional legacy software systems for upgrades and conversion to modern platforms and technologies. NLS also will develop specifications for a refreshable braille reading device and develop revised specifications for braille certification, formats, and production.



REIMBURSABLE FUNDS

Reimbursable Funds Summary by Object Class (Dollars in Thousands)

Object Class	Fiscal 2012 Actual Obligations	Fiscal 2013 CR Base	Fiscal 2014 Request	Fiscal 2013/2014 Net Change	Percent Change
11.1 Full-Time Permanent	\$10	\$76	\$50	- \$26	- 34.2%
11.3 Other than Full-Time Permanent	1	30	11	- 19	- 63.3%
11.5 Other Personnel Compensation	0	33	20	- 13	- 39.4%
12.1 Civilian Personnel Benefits	3	3	4	+ 1	33.3%
Total Pay	\$14	\$142	\$85	- \$57	- 40.1%
21.0 Travel and Transportation of Persons	106	20	114	+ 94	470.0%
22.0 Transportation of Things	2	0	0	0	0.0%
23.1 Rental Payments to GSA	14	0	0	0	0.0%
23.3 Communication, Utilities, & Misc Charges	0	9	0	- 9	- 100.0%
24.0 Printing and Reproduction	4	0	5	+ 5	0.0%
25.1 Advisory and Assistance Services	663	789	800	+ 11	1.4%
25.2 Other Services	214	55	300	+ 245	445.5%
25.3 Other Purch of gds & services from gov acc	444	308	614	+ 306	99.4%
25.4 Operation and Maintenance of Facilities	0	50	0	- 50	- 100.0%
25.7 Operation and Maintenance of Equipment	41	40	25	- 15	- 37.5%
25.8 Subsistence & Support of Persons	1	0	0	0	0.0%
26.0 Supplies and Materials	25	31	36	+ 5	16.1%
31.0 Equipment	182	556	321	- 235	- 42.3%
41.0 Grants, Subsidies, & Contributions	162	0	200	+ 200	0.0%
44.0 Refunds	14	0	0	0	0.0%
Total Non-Pay	\$1,872	\$1,858	\$2,415	+ \$ 557	30.0%
Total, Obligational Authority	\$1,886	\$2,000	\$2,500	+ \$ 500	25.0%

Reimbursable Funds Analysis of Change (Dollars in Thousands)

	Fiscal 2014 Agency Request	
	FTE	Amount
Obligational Authority, Fiscal 2013 Base	4	\$2,000
Program/Project/Activity Increases/Decreases	0	+ 500
Total Obligational Authority, Fiscal 2014	4	\$2,500

Overview

Under authority of the Economy Act (31 U.S.C. 1535-1536), the Library provides reimbursable services to organizational units within the Library and to other Federal government agencies when it is determined by both parties that the Library can provide the service in a more economical and cost-effective manner. In each instance, the Library and the customer enter into an interagency agreement which sets forth the scope and cost of the service. Funds are transferred from the customer

agency and credited to the Library's accounts to pay for all of the direct and indirect costs. Any funds transferred to the Library in excess of the actual costs are returned to the customer-agency at the end of the performance period.

The net program increase is primarily due to various agencies participating in the annual National Book Festival. It also includes estimates for other short-term reimbursable agreements with federal customers.

Obligational Authority

In fiscal 2014, the Library is requesting obligational authority of **\$2.5 million** for its reimbursable program. The requested authority is for the Library's interagency agreements.

The Library's interagency reimbursable customers include:

- The **Congressional Budget Office and the Office of Compliance** – The Library provides financial management support, data warehousing, and centralized computer processing services from the Library's system support organizations.
- The **Open World Leadership Center Trust Fund** – The Library provides financial management support, data warehousing, legal assistance, event planning, administrative support, and centralized computer processing services from the Library's management support organizations.
- The **Department of Homeland Security** – The Library provides for legal research, opinions, and advisory support from the Law Library of Congress.
- The **U.S. Capitol Police** – The Library provides financial and asset management support, data warehousing, and centralized computer processing services from the Library's system support organizations.
- 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 2012 Actual Obligations	Fiscal 2013 CR Base	Fiscal 2014 Request	Fiscal 2013/2014 Net Change	Percent Change
11.1 Full-Time Permanent	\$6,085	\$10,110	\$10,290	+ \$180	1.8%
11.3 Other than Full-Time Permanent	187	326	354	+ 28	8.6%
11.5 Other Personnel Compensation	258	1,016	599	- 417	- 41.0%
12.1 Civilian Personnel Benefits	1,784	3,213	3,227	+ 14	0.4%
Total Pay	\$8,314	\$14,665	\$14,470	- \$195	- 1.3%
21.0 Travel and Transportation of Persons	\$221	\$425	\$438	+ \$13	3.1%
22.0 Transportation of Things	293	558	581	+ 23	4.1%
23.3 Communication, Utilities, & Misc Charges	250	532	555	+ 23	4.3%
24.0 Printing and Reproduction	220	841	844	+ 3	0.4%
25.1 Advisory and Assistance Services	1,777	2,240	2,287	+ 47	2.1%
25.2 Other Services	47,731	85,664	89,858	+ 4,194	4.9%
25.3 Other Purch of gds & services from gov acc	1,964	3,416	3,127	- 289	- 8.5%
25.7 Operation and Maintenance of Equipment	107	205	300	+ 95	46.3%
25.8 Subsistence and Support of Persons	0	40	2	- 38	- 95.0%
26.0 Supplies and Materials	998	1,468	1,650	+ 182	12.4%
31.0 Equipment	31,957	66,733	68,891	+ 2,158	3.2%
44.0 Refunds	100	171	76	- 95	- 55.6%
94.0 Financial Transfers	0	0	0	0	0.0%
Total Non-Pay	\$85,618	\$162,293	\$168,609	+ \$6,316	3.9%
Total, Obligational Authority	\$93,932	\$176,958	\$183,079	+ \$6,121	3.5%

Revolving Funds Analysis of Change (Dollars in Thousands)

	Fiscal 2014 Agency Request	
	FTE	Amount
Obligational Authority, Fiscal 2013 Base	104	\$176,958
Mandatory Pay and Related Costs	1	428
Program/Project/Activity Increases/Decreases	0	5,693
Net Increase/Decrease	1	\$ 6,121
Total Obligational Authority, Fiscal 2014	105	\$183,079

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 2014, total obligational authority of **\$183.079 million** is requested for the Library’s revolving fund programs, a net increase of \$6.121 million over fiscal 2013. This reflects a net decrease of \$.194 million in pay and a net increase of \$6.315 million in non-pay.

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

Obligational Authority

Obligational authority is requested as follows:

2 U.S.C. 182

- The Cooperative Acquisitions Program secures hard-to-acquire research materials on behalf of participating U.S. research libraries. These materials are obtained by the Library’s six overseas offices, which purchase additional copies of items selected for the Library’s own collections based on the individual subject and language profiles supplied by the participating institutions. Each program participant pays for the cost of the publications, shipping, binding, and a surcharge that recovers the Library’s administrative costs of providing this service. Materials are acquired from 80 countries on behalf of more than 100 research institutions. Approximately 374 thousand pieces were acquired through this program in fiscal 2012. In fiscal 2014, the Library is requesting obligational authority of **\$6.197 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 access services to other archives, libraries, and industry constituents in the public and private and sectors. In fiscal 2014, the Library is requesting obligational authority of **\$348 thousand** 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 Decimal Classification Division, which produces and maintains editions of the Dewey

Decimal Classification (DDC) in printed and electronic formats, and other related Dewey products including the Abridged Edition 14. In fiscal 2014, the Library is requesting obligational authority of **\$346 thousand** for Decimal Classification editorial activities.

- Gift Shop Operations supports retail sales activities of the Library. In fiscal 2014, the Library is requesting obligational authority of **\$3.168 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 2014, the Library is requesting obligational authority of **\$2.705 million** for these activities.
- The Special Events and Public Programs Revolving Fund (SEPP) supports staff expenses and other costs associated with the coordination of Congressional, outside organization, and Library-sponsored events, such as the annual National Book Festival Gala, meetings of the James Madison Council, and the award ceremony for the Gershwin Prize in Popular Music. In fiscal 2014, the Library is requesting obligational authority of **\$3.371 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 2014, the Library is requesting obligational authority of **\$160.298 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 2014, the Library is requesting obligational authority of **\$6.392 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 2014, the Library is requesting obligational authority of **\$5 thousand** for the Center's activities.

2 U.S.C. 160

- The Traveling Exhibition Fund supports the loan and display of select, major exhibitions, prepared by the Library, to municipal and private museums and cultural institutions throughout the world. In fiscal 2014, the Library is requesting obligational authority of **\$36 thousand** for these touring exhibition activities.
- The Verner Clapp Publishing Fund sells facsimiles of historic and rare materials from the Library's collections and publishes books, pamphlets, and related items, also based on the Library's collections. In fiscal 2014, the Library is requesting obligational authority of **\$176 thousand** for the publishing program.
- The Cafritz Foundation Scholarly Activities Fund covers expenses related to the publication of the Library's exhibit catalogs, posters, and related materials. In fiscal 2014, the Library is requesting obligational authority of **\$5 thousand** for publication activities.
- The DaCapo Fund supports publications, concerts, lectures, and other special projects, using the Music Division's collections. In fiscal 2014, the Library is requesting obligational authority of **\$32 thousand** for Music Division activities.





APPENDICES

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APPENDIX A:

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

American Folklife Center

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

In fiscal 2012, the AFC acquired 133,183 items comprising 58 new collections and collection accruals documenting expressive culture in the United States and around the world. In particular, the center received 96 audio cassettes, 88 digital audio recordings, and 655 digital images from James Delahoussaye's documentation of the Atchafalaya River Basin, Louisiana; approximately 450 audiotapes, 3,000 photographs, and accompanying manuscript material documenting the music and other traditions of various peoples in Sudan in the 1960s from Roxanne Carlisle; 10 7-inch open reel audio tapes of recorded music from the 1951 Mountain Dance and Folk Festival, Asheville, North Carolina; approximately 400 photographs and 5 linear inches of manuscripts from ethnographic photographer Peggy Fleming's work in Kabul, Afghanistan in 2003; 15,380 digital manuscript files, 4,991 CD-R audio discs, 2,537 digital sound files, and 9,129 digital image files accruing to the StoryCorps collection; approximately 16 linear feet (26,000 items) of correspondence, field notes, ephemera, and writings, 550 open reel tapes and audiocassettes, 100 wire recordings, 1,200 black and white photo prints, 1,268 digital image files (scans of contact sheets), and 1,800 motion picture film and audio items from documentarian and artist John Cohen.

In fiscal 2012, the AFC produced (and occasionally co-sponsored with other Library divisions) a total of 20 public programs, including 8 Homegrown Concerts, 6 Benjamin Botkin Lectures, and a symposium titled "The Stations That Spoke Your Language: Radio and the Yiddish American Cultural Renaissance."

The AFC awarded the second round of Archie Green Fellowships to support original field research in the area of occupational folklore to five recipients. During fiscal 2012, the AFC benefited from the work of 4 interns, 1 volunteer, and 1 Junior Fellow, who among them provided 1,572 hours of work for the Library. The Center also awarded the Parsons and Reed Fellowships for research.

The AFC continued to be a leader in international discussions concerning intangible cultural heritage and traditional knowledge, participating in meetings of the United Nations Educational, Scientific and Cultural Organization, the World Intellectual Property Organization (WIPO), and the Organization of American States. The AFC produced a second cultural documentation training program for indigenous communities in Jamaica once again in collaboration with WIPO and the Center for Documentary Studies at Duke University. 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 and provided training in documentary methods for graduate and undergraduate students.

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

Veterans History Project

The Veterans History Project (VHP) of the American Folklife Center collects, preserves, and makes accessible the personal accounts of American war veterans so that future generations may hear directly from the veterans and better understand the realities of war. Within three years the nation faces the convergence of three commemorative anniversaries spanning the end of World War II through the early years of the Vietnam War: the 50th anniversary of the beginning of the Vietnam War (2012); the 60th anniversary of the end of the Korean War (2013); and the 70th anniversary of the end of World War II (2015).

VHP used fiscal 2012 to prepare collections development programs with this commanding opportunity in sight. In

recognition of the commemoration period of the Vietnam War, VHP launched a Vietnam Veterans Collections Initiative with an inaugural ceremony at which Senator Chuck Hagel and his brother Professor Tom Hagel donated over 30 hours of personal interviews. To sum up his experience of VHP, Tom Hagel said “When we think of war...we think of it as a unitary subject: *the* Vietnam War. And in a historic way that’s true. But there are *millions* of Vietnam Wars. If you were a clerk typist stationed in Saigon or up on the DMZ, or some other unit with some other type of job, your Vietnam War would be totally different from ours. And that’s important to tell... It gives a more complete, realistic picture of that experience. That’s the value of this Project.”

Additionally, VHP continued to inspire participation, and instruct volunteer interviewers in order to recruit collections from WWI through the conflicts in Iraq and Afghanistan. Having amassed over 84,000 collections VHP receives over 100 new collections per week, and currently has over 12,000 collections digitized. More than 4,500 new collections were added in fiscal 2012.

During fiscal 2012, VHP staff presented at 65 events, speaking to encourage collections development particularly of identified gaps such as women, and veterans of underserved conflicts and diverse backgrounds. Programs VHP hosted were also designed to bridge collections gaps including: an historic panel discussion on the role of women in the Persian Gulf War; a collaborative effort with the Smithsonian Institution to gather interviews at the National Book Festival, including a WWII Tuskegee Airman, 3 Chaplains and female veteran of Afghanistan; and a book talk, *Ship of Miracles*, in cooperation with the Department of Defense 60th Anniversary of the Korean War Commission.

VHP remains the largest oral history project in the country, drawing public participation that increasingly meets the elevated standards of the Library of Congress, as evidenced by a steady decrease in dispositions. Reliant on volunteers to gather collections, the Project works closely with individuals, organizations and members of Congress in their efforts on behalf of VHP collections development. In Florida, VHP worked on the ground with six universities that integrate VHP into courses, conduct interviews, and/or run full-fledged centers for the Project. With a veteran population that is 75 percent wartime veterans, this effort is invaluable for developing high caliber collections. In Texas, also with high veteran population density, VHP continued collaboration with American Red Cross Chapters, the Texas Court Reporters Association, the State Veterans Administration and the Daughters of the American Revolution among others to

train interviewers and provide opportunities for veterans to tell their stories, with particular focus on veterans of Latino/Hispanic and Spanish speaking backgrounds.

Working with nearly 200 Congressional offices to help them provide this constituent service, VHP held commemorative submission events, training sessions for volunteer interviewers, individual briefings on how to participate, and instructional video conferences with educators and other groups. Of particular success were efforts with the offices of Senator Lautenberg (NJ), and Speaker Boehner (OH-8). Additionally, VHP provided reference support for 10 offices. VHP cooperated nationally in programs with educational institutions, libraries, professional organizations, communities, federal agencies, and veterans groups. Examples include the Department of Health and Human Services, the Securities and Exchange Commission, the Department of Justice, the United States Department of Defense Commemorative Commissions, the American Red Cross, the Vietnam Veterans Memorial Foundation, ePAls Inc., the Pritzker Military Library, and as always the Department of Veterans Affairs.

VHP placed online three installments of its popular series of web presentations, *Experiencing War*; launching for the first time a multi-year, four-part series on a single conflict: Vietnam. In addition to the over 800 collections served via the American Folklife Center Reading Room, VHP staff responded to 775 reference inquiries through Question Point; 788 inquiries through the general account; and provided 200 copies of audio-visual collections at no cost to researchers and family members of veterans, many for memorial services.

Civil Rights History Project

On May 12, 2009, the President signed The Civil Rights History Project Act of 2009. This law directs the Library of Congress and the Smithsonian Institution’s National Museum of African American History and Culture to conduct a survey of existing oral history collections with relevance to the Civil Rights Movement, and to record new interviews with people who participated in the Movement. The Project’s accomplishments through fiscal 2012 include: maintaining the existing web portal that provides public access to detailed information about extant recorded interviews with participants in the Civil Rights Movements that are housed in over 1,200 archives, libraries, museums, and other repositories around the country; receiving, processing and preserving over 50 new interviews recorded in high-definition video with Movement participants generated by the Project; providing technical assistance to the Project’s interview

team; and working with other divisions of the Library of Congress to identify Civil Rights-era materials in the Library's holdings in order to digitize and provide access to previously inaccessible collections. For the Project,

AFC developed and launched an innovative web-based collaborative cataloging tool and database that allows its partners to provide the Library with descriptive information about the interviews from off-site locations.



APPENDIX B:

Overseas Offices, Cooperative Acquisitions Program

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

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

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

While the Egyptian revolution continued to keep the office's host country in turmoil, parliamentary and presidential elections saw the rise of a Muslim Brotherhood-led government. Office staff worked with State Department and CODELS to monitor

these elections; this also afforded the office the extra opportunity to acquire campaign-related ephemera to add to the Library's collections. The office implemented a web archiving project to harvest web sites from the Egyptian presidential elections. Staff made several acquisition trips this year, visiting Algeria, Kuwait, Oman, Saudi Arabia, Tunisia, Qatar, and United Arab Emirates. In cataloging matters, the office gained independence for Islam and Literature, sending over 300 shelf-ready books directly to Washington. Staff enthusiastically began RDA training in the last quarter of fiscal 2012 using video conferencing equipment to enable live training sessions to take place with Washington. On January 22, 2012, amid a crowd of well-wishers from Egypt's cultural, government and non-government organizations, Cairo Overseas Office celebrated its 50th anniversary with an open house for Embassy Cairo Mission members, followed by a reception at night at the Ambassador's residence for distinguished guests and friends of the office.

Fiscal 2012 statistics are as follows:

- Acquired 9,907 books for the Library of Congress
- Acquired 24,895 books for MECAP participants
- Acquired 504 items in special formats (maps, music, and videos/DVDs) for the Library of Congress
- Acquired 795 special format items for MECAP participants
- Maintained active subscriptions for 3,188 newspaper and journal titles for the Library of Congress
- Acquired 44,362 pieces of newspaper and journal titles for the Library of Congress
- Acquired 43,669 serial and newspaper issues for MECAP participants
- Created 8,758 bibliographic records for materials acquired

Islamabad, Pakistan, Field Office

The Library of Congress office in Pakistan was established in 1962 in Karachi, Pakistan. In 1995, the office shifted operations to Pakistan's capital, Islamabad. The office serves as a regional center for processing materials acquired from Pakistan, Afghanistan, Iran, and non-commercial materials from Tajikistan. Political unrest,

ensorship, war, poverty, and general lack of standards in publishing regularly challenge the office as staff carry out its mission to collect and preserve resources. The office serves the nation's scholars through its Cooperative Acquisitions Program (CAP) offered to libraries and research institutions; at present, the office serves 39 research libraries.

The office acquires newly published books and journals on all subjects and formats including maps, DVDs, and CDs. In fiscal 2012, the office added electronic resources to the formats it actively acquires and catalogs. Expert 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 29, including its American director, is responsible for all aspects of this active program.

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

Fiscal 2012 statistics are as follows:

- Acquired 27,363 items for the Library of Congress
- Of the total items acquired 22,744 were newspaper and journal issues for the Library of Congress (paid and gift/exchange)
- Of the total items acquired 1,153 were gift or exchange
- Of the total items acquired 4,553 were monographic books for the Library of Congress (purchase and gift/exchange)
- Of the total items acquired 429 were special formats (maps, music, and videos/DVDs)
- Of the total items acquired 35 PDF documents for long-term access in the Library of Congress repository
- Created 7,243 new and original bibliographic records for the materials acquired
- Upgraded and imported 819 bibliographic records from OCLC

- Created and updated 5,755 Name Authority Records
- Expanded subject access by creating 14 new subject headings and 16 new classification numbers
- Expanded access to contents by creating 139 Digital Table of Contents (DTC) for monographs
- Shipped 20 bound serial volumes as shelf-ready to Library of Congress
- Acquired 27,230 items for academic libraries in the CAP program

Jakarta, Indonesia, Field Office

The Library of Congress office in Jakarta, Indonesia, opened in 1963 and consists of a staff of 50, including an American director. With representative offices in Bangkok, Kuala Lumpur, Manila, and Yangon, the Jakarta office is responsible for bibliographic control and the acquisition of research materials for the Library and 35 research libraries in Asia, Europe, and North America participating in the Southeast Asia Cooperative Acquisitions Program (CAPSEA).

The region is a major source for international business, scientific and technical information, and is one of the world's biodiversity treasures. A significant percentage of what the office collects includes unpriced, noncommercial materials that can only be acquired by visiting physically and virtually both government and non-profit organizations, and on occasion going to provincial centers and adjacent countries.

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

The Jakarta Office increased its efforts to acquire and digitize printed texts as there were no digital acquisitions as recently as 1998. The office is able to provide congressional and Library staff with access to digital materials. With assistance and guidance from headquarters, it is able to transfer the overseas digital data to Washington, DC. With LC Washington several intellectual property challenges were solved, but there are still challenges that inhibit providing digital data to CAPSEA participants comprehensively. Interagency cooperation encouraged by the management of the Department of State (DOS), especially the Embassy in Jakarta, has meant that more staff time is allocated to joint projects with executive agencies, and this has

resulted in enhancing the Library's overseas' mission. There have been improved interagency relations and a more responsive local facility management in complying with International Cooperative Administrative Support Services (ICASS) standards. Regional vernacular printed titles have expanded as the level of education in the region and democratic practices have spread, however, the Office has become stricter in its selection of printed texts. This is reflected in the high percentage of non-English materials cataloged.

In fiscal 2012, the office reviewed operations to support a zero-based budget environment while expanding a digital orientation to mesh with the Bibliographic Framework Transition Initiative to meet Legislative Branch and participant needs. The office used performance metrics to provide quantifiable measurements for improving quality assurance management.

Fiscal 2012 selected statistics are as follows:

- Acquired 70,953 pieces for the Library of Congress
- Acquired 75,130 for CAPSEA participants
- Acquired 17,791 monographs for the Library of Congress
- Acquired 34,200 books for CAP participants
- Acquired more than 1,590 born digital items for the Library of Congress
- Acquired 188 cartographic pieces for the Library of Congress
- Created 640 Digitized Table of Contents (DTC)
- Created 370 meta-data cataloging records for digital materials for the Library of Congress
- Created 14,495 bibliographic records for the materials acquired
- Completed 1,872 acquisitions visits for the Library of Congress and CAP participants
- Produced 364 reels of microform for the Library of Congress
- Reformatted 1,230,145 pages of analog and digital materials for the Library of Congress
- Sent more than 2,500 electronic items to congressional and CRS staff
- Sent out 159 acquisitions circulars to CAP participants
- Created 14,495 bibliographic records for materials acquired

Nairobi, Kenya, Field Office

Established in 1966, the Library of Congress office in Nairobi, Kenya, acquires and catalogs publications in all subjects except clinical medicine and technical agriculture from commercial, government, and nontrade sources from 29 sub-Saharan countries that include: Angola, Botswana, Burundi, Cameroon, Comoros, Congo (D.R.), Djibouti, Eritrea, Ethiopia, Gabon, Ghana, Kenya, Lesotho, Madagascar, Malawi, Mauritius, Mayotte, Mozambique, Namibia, Reunion, Rwanda, Senegal, Seychelles, Somalia, Swaziland, Tanzania, Uganda, Zambia, and Zimbabwe. The office acquires publications not only for the national libraries (Library of Congress, National Agricultural Library, and National Library of Medicine), but also for 31 institutions that participate in the Cooperative Acquisitions Program (CAP) – primarily U.S. university libraries.

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

From 1991-2011, the office published the *Quarterly Index to Africana Periodical Literature*, which is available free online for U.S. and international scholars. It indexed more than 700 selected journals from 29 countries in Eastern, Southern, and Western Africa. The database currently has just over 51,000 indexed citations that would otherwise be unknown to scholars for research. Due to budget constraints and changing research needs, the index ceased at the end of fiscal 2011. An agreement was drafted with another institution that is interested in incorporating the database into its own database, *AfricaBib* and is pending.

New services added to the office's portfolio include serials check-in into ILS (holdings and item) for all categories except Law, preservation checks for acidity, independence for whole book cataloging in the social sciences and indigenous African languages.

More than 500 electronic news reports from Ethiopia and Kenya and 225 electronic copies of the Namibia national gazette were sent to the CRS, FRP, and Law Library.

Another noteworthy function of the office is the preservation of African newspapers. A total of 28,288

newspaper and gazette issues were received and checked-in. Some 582,674 newspaper pages were collated and shipped to the Library of Congress New Delhi Office, the Library of Congress in Washington, and CRL/CAMP.

The Nairobi Office continued to contribute to the digitized table of contents (DTCO) project. In fiscal 2012, the office selected 619 titles for the DTCO Project, an increase of 5% over fiscal 2011.

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

Fiscal 2012 statistics are as follows:

- Acquired 36,786 pieces for the Library of Congress
- Acquired 61,208 pieces for AfriCAP participants
- Acquired 3,276 books for the Library of Congress
- Acquired 28,288 newspapers and gazettes for the Library of Congress
- Acquired 4,509 other serials for the Library of Congress
- Created 3,849 new bibliographic records for materials acquired for the Library of Congress
- Created or modified 1,680 authority records
- Created 1,484 serials holdings records in ILS

New Delhi, India, Field Office

The Library of Congress office in New Delhi, India, established in 1963, is the regional center for the acquisition and processing of materials published in India, Bhutan, and the Maldives, as well as Bangladesh, Nepal, and Sri Lanka, where it maintains sub-offices. Its mission is to respond to the information needs of the Congress, other U.S. agencies, and the scholarly community by (1) developing the South Asia collections of the Library in a comprehensive and in-depth manner, (2) providing complete online bibliographic access to these publications, (3) preserving “at risk” publications, and (4) administering the South Asia Cooperative Acquisitions Program (SACAP) on behalf of 45 university and institutional libraries.

Challenges to the accomplishment of the mission result from the lack of a developed book trade, which impedes the identification and acquisition of new research quality publications without a local presence. The situation is further aggravated by the large volume and uneven quality of the commercial, noncommercial, and government publishing sectors, all of which reflect the active social, political, and economic environment in the world’s largest democracy. High-speed development and economic growth have resulted in significant economic

disparities.

The office is staffed with 69 LES in New Delhi; 6 LES in three sub offices, 13 packers on contract in New Delhi; an American Director and Deputy Director. The staff have expertise in: Awadhi, Assamese, Bengali, Bhojpuri, Braj, Dingal, Diwehi, Dogri, Dzongkha, English, Garhwali, Gujarati, Himachali, Hindi, Kannada, Kodagu, Konkani, Kumauni, Magahi, Maithili, Malayalam, Malvi, Marathi, Nepali, Newari, Nimadi, French, German, Portuguese, Spanish, Oriya, Pali, Panjabi, Prakrit, Rajsthani, Sanskrit, Sinhalese, Siraiki, Tamil, Telugu, Tibetan, Tulu and Urdu. A total of 26 dealers and 8 Bibliographic Representatives in the region send publications to the offices in New Delhi, Colombo, Dhaka and Kathmandu for selection for the Library and the SACAP participants. Library staff conduct local and distant acquisitions trips to obtain noncommercial, controversial, underground, and hard-to-acquire publications which are not available to commercial dealers.

The Office produces preservation-quality masters, print negatives, and positives of 239 newspapers, 29 periodicals, and 20 gazettes from 47 countries covered by Delhi, Bangladesh, Nepal, and Sri Lanka; Library offices in Cairo, Islamabad, and Nairobi; and the Library representative in Mongolia.

Fiscal 2012 statistics are as follows:

- Acquired 16,654 books for the Library of Congress
- Acquired 62,738 books for SACAP participants
- Acquired 1,004 items in special formats (maps, music, and videos/DVDs) for the Library of Congress
- Acquired 2,194 special format items for SACAP participants
- Acquired 48,018 issues of newspapers, journals and gazettes for the Library of Congress
- Acquired 64,325 serial and newspaper issues for SACAP participants
- Created 10,444 bibliographic records in 26 languages for materials acquired
- Reformatted 2,163,756 pages of newspapers, periodicals, gazettes, pamphlet collection and monographs
- Produced 5,839 microfilm reels (master negatives, printing negatives, and positives) for the Library of Congress
- Produced 4,729 master microfiches and 2,681 diazo prints

Rio de Janeiro, Brazil, Field Office

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

In addition to acquiring materials for the Library, the Rio de Janeiro Office acquires serials and CDs for 40 research libraries participating in the Office's Cooperative Acquisitions Program (CAP). The Rio de Janeiro CAP started in 1990 with serial subscriptions; music CDs were added in 1999. The 294 serial titles offered include scholarly journals and newspapers in economics, history, culture, and law. An additional 368 biomedical serial titles are acquired by the Rio de Janeiro Office for the National Library of Medicine (NLM). Brazil's medical research is important to NLM because Brazil is known for its advances in such areas as tropical medicine, dentistry, plastic surgery, phytomedicine, and antibiotics research.

Book dealers and vendors are effective in providing commercially-available monographs from Brazil, but local Library staff members are needed to acquire

research material from noncommercial Brazilian sources. Challenges faced include poor distribution of published materials, lack of advertising, legal barriers, inaccessibility, and unusually high costs. Business practices in these countries require frequent personal follow-up visits and monitoring of standing purchase orders. With a staff of 15, including its American field director, the Rio de Janeiro Office processes and catalogs the materials acquired before sending them to Washington, DC, or to the 40 CAP participants.

Fiscal 2012 statistics are as follows:

- Acquired 6,472 books for the Library of Congress
- Acquired 150 books for NLM
- Acquired 784 items in special formats (microfilm, maps, music, and videos/DVDs) for the Library of Congress
- Acquired 582 CDs for CAP participants
- Acquired 9,716 newspaper and journal pieces for the Library of Congress
- Acquired 7,926 serial and newspaper issues for CAP participants
- Created 4,175 bibliographic records for materials acquired

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

	Participant	India	Egypt	Pakistan	Kenya	Indonesia	Brazil
United States:							
Alabama	Fairchild Research Information Center		X				
Arizona	Arizona State University	X				X	
	University of Arizona		X				
California	Stanford University			X	X		X
	UC, Berkeley	X	X	X	X	X	X
	UC, Berkeley, Law Library			X	X	X	
	UC, Irvine					X	
	UC, Los Angeles	X	X	X	X	X	X
	UC, Riverside					X	
	UC, San Diego						X
	UC, Santa Cruz						X
	University of Southern California						X
Connecticut	Yale University	X	X	X	X	X	X
	Yale University Law Library	X	X	X	X		
District of Columbia	Inter-American Development Bank						X
	Open Source Center					X	
	U.S. Department of Defense		X				
Florida	University of Florida						X
Georgia	Emory University	X			X		X
	University of Georgia						X
Hawaii	University of Hawaii	X		X		X	
Illinois	Center for Research Libraries	X		X	X	X	
	Northern Illinois University					X	
	Northwestern University				X		
	University of Chicago	X	X	X	X		
	University of Illinois	X	X	X	X		X
	Univ. of Illinois, Modern Languages & Linguistics Library		X				
Indiana	Indiana University	X	X		X		
	University of Notre Dame						X
Iowa	University of Iowa	X		X	X		X
Kansas	University of Kansas				X		
Louisiana	Tulane University						X
Maryland	National 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
Michigan	Harvard Middle Eastern Division	X	X	X			
	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					
	Vassar College	X					
North Carolina	Duke University	X	X	X	X		X
	North Carolina State University	X		X			
	University of North Carolina	X	X	X		X	X
	University of North Carolina - South Asia Collection	X					
Ohio	ITSC Library		X	X	X		
	Ohio State University		X				X
	Ohio University				X	X	
	Wooster College	X		X			
Oregon	Portland State University		X				
Pennsylvania	Pennsylvania State University				X	X	
	Temple University		X			X	
	University of Pennsylvania	X	X	X	X		
	University of Pittsburgh						X
	University of Pittsburgh Law Library		X				
Rhode Island	Brown University	X	X	X			X
Tennessee	Vanderbilt University						X
Texas	Rice University						X
	University of Texas	X		X		X	X
Utah	Brigham Young University		X				X

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

	Participant	India	Egypt	Pakistan	Kenya	Indonesia	Brazil
	University of Utah		X				
Virginia	University of Virginia	X	X	X			
Washington	University of Washington	X	X	X		X	X
Wisconsin	American Institute of Pakistan Studies	X					
	University of Wisconsin	X		X	X	X	X
Subtotal, United States	80 participants	42	35	36	30	24	38
Foreign Countries:							
Australia	Murdoch University Library					X	
	National Library of Australia					X	
Canada	McGill University		X	X		X	
	Royal Ontario Museum	X				X	
	University of British Columbia					X	
	University of Toronto	X	X	X			
Egypt	American University, Cairo		X				
Germany	Ibero-Amerikanisches Institut						X
	Universitäts Bibliothek, Frankfurt-am-Main				X		
	Universitäts und Landesbibliothek Sachsen-Anhalt			X			
Japan	Institute Of Developing Economies					X	
	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	
Saudi Arabia	National Center for Financial and Economic Information (NCFEI)		X				
Qatar	Northwestern University in Qatar Library		X				
Singapore	Institute for South East Asian Studies					X	
	Singapore National Library Board					X	
Switzerland	International Labor Organization		X				
United Kingdom	Bodleian Libraries	X					
	British Library		X				
	University of Essex						X
	University of Exeter		X				
Subtotal, Foreign	26 participants	3	11	3	1	11	2
TOTAL	106 participants	45	46	39	31	35	40



APPENDIX C:

Acquisition of Library Materials by Source

Fiscal 2008 – Fiscal 2012

Source	Pieces				
	Fiscal 2008	Fiscal 2009	Fiscal 2010	Fiscal 2011	Fiscal 2012
Purchases:					
Appropriated - GENPAC/LAW	1,171,227	723,390	888,496	1,883,489	711,363
Appropriated Other	17,848	27,686	27,323	11,485	15,337
Gift and Trust Funds	7,326	8,382	164,202	7,987	8,086
Total Purchases	1,196,401	759,458	1,080,021	1,902,961	734,786
Non-Purchases:					
Exchange	145,981	125,228	126,998	122,954	112,104
Government Transfers	77,511	84,146	322,511	72,982	97,237
Gifts	1,511,181	847,945	1,005,407	1,556,198	1,918,974
Cataloging in Publication/PCN	87,479	83,551	113,877	101,942	95,313
Copyright Deposits	526,508	739,364	814,243	706,583	636,430
Total Non-Purchases	2,348,660	1,880,234	2,383,036	2,560,659	2,860,058
Total All Acquisitions	3,545,061	2,639,692	3,463,057	4,463,620	3,594,844



APPENDIX D: Library of Congress Mass Deacidification Project Fiscal 2002 – Fiscal 2012

The Library's Mass Deacidification Project will stabilize more than 8.5 million bound volumes and at least 30 million pages of manuscripts over a 30-year period (Fiscal 2002-2032). Deacidification is an economical approach to keeping some bound volumes and manuscripts pages available in usable form. It extends the useful life of acidic and slightly brittle paper by a minimum of 300 percent. This assures that, in most cases, treated materials will survive for 300 to 1,000 years rather than becoming unusable in less than a century. The technology thus achieves economies of scale and future cost-avoidance.

With a successful mass deacidification program in place since 1995, the Library has extended the useful life of more than 3 million volumes (book equivalents) and 8 million sheets of manuscript materials from the Library's collections. The Library initiated a second 5-year contract, effective January 1, 2011, which should ensure saving 1.25 million volumes and approximately 5 million sheets of at-risk acidic, paper-based Library materials by the end of 2015.

In fiscal 2012, the preservation directorate mass deacidified 258,087 volumes through contracted commercial deacidification (at Preservation Technologies,

L.P.'s 'Bookkeeper' facility in Pennsylvania) and 846,900 manuscript sheets with equipment installed in the James Madison Building. This was over the annual goal to treat a minimum of 250 thousand volumes and slightly under the annual minimum requirement to deacidify at least 1 million sheets of unbound materials. The decrease in the number of sheets treated was the direct result of the on-site sheet equipment being inoperable for a period of time while the contractor made necessary repairs.

During the past ten years, the Library has averaged deacidification of approximately 296 thousand volumes per year and more than 1 million sheets per year, and is therefore slightly ahead of its 30-year goal to treat 8.5 million volumes and 30 million manuscript sheets during the life of the project. The production goal for each succeeding year will continue to achieve deacidification of an average of 250 thousand volumes and at least 1 million sheets of manuscript materials. Current projections are that the Library will treat an additional 5 million volumes and almost 20 million sheets of unbound materials in the remaining 20 years of the 30-year plan. After that, the activity will be pared back to deacidify much smaller quantities each year and to treat only new acquisitions still printed on acidic paper.

Deacidification Treatment Fiscal 2002 - Fiscal 2012

(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
2013-2032			\$171,083
Total, Actual and Estimated Thirty-Year Mass Deacidification Program Cost			\$228,211



APPENDIX E:

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 deliver professional development to assist teachers as they use the Library's digitized primary sources to enrich their classroom instruction. These primary sources, when embedded in inquiry-based instruction, help build students' content knowledge, critical thinking, and analysis skills.

The TPS program continues to explore and implement a variety of tools for disseminating the program content. In fiscal 2012, TPS and its institutional partners presented the program to 27,140 teachers from 378 Congressional Districts, 86 percent coverage of the 441 Congressional Districts nationwide.

Professional Development

In fiscal 2012, TPS delivered professional development to teachers from 98 districts and conducted 28 institutes, workshop, and presentation sessions for 1,259 teachers. The program continued its collaboration with PBS Teacherline, the premier provider of high quality online professional development, and reached nearly 200 teachers nationally through a 45-hour online course entitled, *Teaching with Primary Sources from the Library of Congress*.

The Summer Teacher Institutes

In fiscal 2012, TPS streamlined its processes for organizing and delivering the Summer Institutes and identified efficiencies that reduced the program's cost while improving quality.

The Library offered five five-day Summer Teacher Institutes. Two focused on specific Library collections, the World Digital Library and the Civil War. Educators from diverse educational settings – library/media specialists, classroom teachers, school administrators, and curriculum developers – took part in the institutes. Of the 242 educators who applied, 129 were accepted, representing 33 states.

During the five-day institutes, educators learned best practices for using the Library's digitized primary sources in the classroom. Working with educational specialists as

well as experts from several Library programs, including the Geography and Maps, Manuscripts, and Prints and Photographs divisions and the World Digital Library and Copyright Office. World Digital Library, participants engaged in hands-on activities that can be implemented easily in their instructional setting. They also gained a better understanding of the teaching resources available through the Library's web site for teachers. Participants were required to develop a Primary Source Project Plan to be implemented in their educational setting.

The institutes have been important "entrées" for developing relationships with outstanding educators. Institute attendees often continue to contribute to the program through the TPS Network, the Teacher in Residence Program, and other formal and informal interactions. This year, the head of Library Services for the District of Columbia Public Schools attended a Summer Teacher Institute session, and the Executive Director of National History Day observed a session, offering opportunities for further professional development through a large local school district and a peer organization.

Conferences

TPS exhibited at national education conferences in order to reach the K-12 population. In fiscal 2012, Educational Outreach streamlined its outreach activities. The Library presented 13 papers and/or sessions and exhibited at 10 national education conferences reaching more than 65 thousand attendees.

The Educational Consortium

The TPS Education Consortium, consisting of 28 universities, school districts, and educational foundations in 17 states, assisted the Library in the design and delivery of the TPS program.

Three members of the TPS Educational Consortium – Waynesburg University in Pennsylvania, Illinois State University and the Metropolitan State College of Denver – coordinate regional TPS activity in the East, Midwest and West. These regional coordinators identify sub-grantees (school districts, cultural institutions, library systems, universities, and other educational organizations). Through the regional program, 159

organizations have delivered TPS programming to teachers in 43 states and the District of Columbia.

In fiscal 2012, the Library's Consortium members delivered 979 professional development events that reached 25,881 teachers in 317 congressional districts.

TPS staff continued to consult with the TPS Advisory Mentor Group - 19 master teachers and librarians who are assisting in the development of the Teachers Network, an online platform for alumni of TPS programs to collaborate on using the Library's digitized primary sources in their classrooms. A beta test of the platform began in fiscal 2012.

Teacher Tools and Digital Initiatives

The Library's teacher blog, *Teaching with the Library of Congress*, published more than 100 new posts. The blog promotes practical strategies for the effective use of the Library's online collections, spotlighting items from the collections that are especially well suited for classroom use. The purpose of this blog is to help locate the Library centrally in the national educational conversation on the use of primary sources. The blog has been received well by teachers and the K-12 community at large and has sparked discussion both on-site and off. ASCD, the nation's leading teacher staff development organization, wrote "this lovingly curated blog distinguishes itself both in the deep well of content it exposes and the classroom-ready context it offers for it", and individual posts have been cited in articles in educational journals.

TPS recognized that the Library's online primary sources and critical-thinking-based K-12 philosophy mesh closely with the new Common Core State Standards and began aligning its online teacher resources accordingly. This alignment and an improved Search by Standards tool launched in October 2012.

TPS also launched two lesson plans focusing on the Library's international collections: *The Alaska Purchase: Debating the Sale from Russian and U.S. Perspectives*; and *A Russian Settlement in Alaska: A Community at the Meeting of Frontiers*. In addition, the first Primary Source Set in a series on the Civil War was released: *The Civil War: The Nation Moves Towards War, 1850-61*. Primary source sets are among the most used teacher resources offered, enabling teachers to find primary sources on the most frequently taught topics and to integrate them into classroom teaching.

LOC Box

In its second year, the LOC Box (*pronounced "Lock Box"*) field trip program again was booked to capacity. Students from grades four to six and their teachers/chaperones

work in teams to explore the Library's historic Thomas Jefferson Building. The program served 56 percent more students, with 1,736 students from 30 schools in the Washington, DC metro area participating. Library staff members were invited to present on a panel showcasing this unique program at the American Alliance of Museums conference in Minneapolis in April 2012.

National Book Festival

TPS exhibited in the Library of Congress Pavilion at this year's National Book Festival. Building with the themes "Books that Changed America" and "The Power of Primary Sources...and Books", staff showcased primary source sets and web features that connected with the Book Festival authors and topics. TPS shared information with more than 500 teachers and school librarians, securing 342 new subscribers for the TPS blog. The TPS Teacher in Residence delivered a gallery talk on available resources to attending educators.

Teacher in Residence

Since 2000, the TPS has recruited teachers in residence to work on-site as they help teachers incorporate the Library's digitized primary sources into high-quality instruction. In fiscal 2012, Education Outreach selected Earnestine Sweeting, a fifth grade teacher from PS 153, the Helen Keller School, in New York City (the Bronx). Her presence at the Library was featured in several national media, including *Roll Call* and *American Teacher* from the American Federation of Teachers. Ms. Sweeting conducted 23 events, reaching out to local schools as well as presenting to other educators at national conferences.

Future Program Growth and Development

TPS is recognized as a key participant in the national conversation on K-12 education and TPS involvement will continue to be sought for conference panels, program boards, educational publications, and other forums where primary-source-based learning is discussed. Plans for fiscal 2013 include:

- Develop scope and planning documents for a nationally recognized advisory council and research possible candidates.
- Plan messaging materials for a variety of channels; develop and test pilot products.
- Develop planning documents for a contest or award to publicize the efforts of teachers who have been successful at teaching with primary sources, to raise the visibility of the program.

To ensure that TPS best practices for teaching with primary sources are embedded in a sustained way in

the nation's school systems, the program will build and implement a train-the-trainer program for professional development facilitators and teacher coaches. Plans for fiscal 2013 include:

- Begin development of in-person training curriculum for trainers.
- Research possible curriculum and delivery systems for ongoing professional development/training for these trainers, as well as communications systems.

TPS will develop and distribute teacher tools and other content that promotes a core set of strategies for effective teaching and learning with primary sources in a wide range of educational environments. Plans for fiscal 2013 include:

- Research and complete use cases and feature set for tablet-based tool that enables the effective use of LC primary sources in a wide range of teaching environments.
- Publish Library of Congress teacher resources on a significant scale, on the platform of another national K-12 institution or organization, and identify additional partners for 2014.
- Launch Twitter account and leverage it as a distribution and promotional channel for Library of Congress teacher content. Identify additional social media or other emerging channels for future adoption.
- Release an online interactive platform for teachers for the sharing of strategies and content related to effective classroom use of the Library's primary sources.



APPENDIX F:

Copyright Office Records Digitization Project Report of Accomplishments Fiscal 2012

Preservation

As of September 30, 2012, the project scanned, performed quality assurance review, and migrated to long-term managed storage a total of 22,517,365 assignment and registration card images from the Copyright Card Catalog. In addition, all 667 volumes of the Catalog of Copyright Entries, a published index of registrations from 1891 to 1977, have been scanned via the Internet Archive, reviewed for quality by Information & Records Division staff, and are now available online for the public on the Internet Archive web site.

Public Access

The Access Working Group, comprised of staff from the Information & Records Division, CTO and OSI, has been studying various options for converting and organizing the data in the historical records including the following:

- Optical character recognition (OCR) as an alternative to keyboarding
- Crowdsourcing as a means for data capture and for distinguishing and parsing types of data
- Search and display in the style of the Library's new Project One
- Facets for narrowing search results
- Combined searching with post-1977 Copyright records
- A virtual Copyright Card Catalog as an interim way to make the records available online
- Search result formats that show images of the source records as well as Copyright facts and other metadata

With assistance from Library Services and ITS, the group has built a demonstration model database using Voyager software to serve as a reference model to discern how the data might be organized, indexed and displayed. The model has records from both pre-1978 and post-1977.

Sixteen posts have been published on the project blog with in-depth descriptions of the records and our progress towards converting and indexing them. 102 comments have been received with 28% of them about the notion of a virtual card catalog. The post about the latter received more positive comments than any other and seemed to indicate that a virtual catalog would be well received by public users.

Two Requests for Information (RFIs) were published on FebBizOpps to obtain information from software and service providers about crowdsourcing and the building of virtual card catalogs. Three vendors expressed interest in our crowdsourcing needs. Crowdsourcing can be used to capture data or it can be used as a means for refining data coming from OCR or a combination of both. The vendors have foundation systems upon which they build workflows tailored to a customer's needs. They support data verification through double or triple blind data capture. They also construct human intelligence tasks (HITs) through which persons in the crowd are asked to make decisions about very specific alternatives all contributing toward classification and cleansing of data. Two vendors responded to the RFI about a virtual card catalog and two other companies expressed interest in that requirement after the due date.

A group of volunteers from several divisions within the Copyright Office have been studying the content found in the 1971 to 1977 registration cards in order to define patterns that would enable identification of specific data among the text. The

card content consists of alphanumeric text strings, but signposts such as the copyright notice symbol © or the classification prefixes used with registration numbers or the relative location of text strings, can enable the identification of the index terms found

in the card headers. This information will establish the feasibility of parsing the data through algorithms and/or crowdsourcing and will facilitate the building of crowdsourcing workflows.



APPENDIX G:

Copyright Office – Estimated Value of Materials Transferred to the Library in Fiscal 2012

Copyright Office, Salaries and Expenses

Estimated Value of Materials Transferred to the Library of Congress in Fiscal 2012

(Dollars in Thousands)

Category of Work	Registered Works Transferred	Non-Registered Works Transferred	Total Works Transferred	Average Unit Price	Value of Works Transferred
Books¹	191,929	107,651	299,580		\$14,288,334
Book - hardbound	92,701	26,603	119,304	\$87.15	[10,397,344]
Book - softbound	78,535	21,222	99,757	35.09	[3,500,473]
e-books (Pro Quest)	20,693	59,826	80,519	4.85	[390,517]
Serials²	63,611	211,204	274,815		7,929,713
Periodicals ³	63,556	201,844	265,400	49.76	[7,923,782]
Newspapers	55	9360	9,415	1.05	[5,931]
Microforms	26	2,728	2,754		358,805
Microfilm	0	2,728	2,728	131.47	[358,650]
Microfiche	26	0	26	5.95	[155]
Motion Pictures	11,645	26	11,671		6,557,017
Film - 35 mm/70 mm/IMAX	427	21	448	11,914.97	[5,337,907]
Film - 16 mm	4	0	4	1,500.00	[6,000]
Videotape	11,214	5	11,219	108.13	[1,213,110]
CD/DVDs	40,841	1,995	42,836	25.00	1,070,900
Printed Music	2,310	1,233	3,543	56.32	199,542
Maps	411	114	525	44.11	23,158
Prints, Posters, Photographs, and Works of Art	633	73	706	35.77	25,254
Total	311,406	325,024	636,430		\$30,452,723

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

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

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

Copyright Office, Salaries and Expenses
Receipt Authority and Obligations – Fiscal 2009 – Fiscal 2014
(Dollars in Thousands)

Authority/Obligations	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Estimate	2014 Estimate
Receipt Authority:						
Offsetting collections	\$27,099	\$27,799	\$27,359	\$26,797	\$30,029	\$28,029
Royalties credited to Licensing appropriation from Cable, Satellite, and DART	4,169	5,172	5,266	5,109	5,109	5,209
Royalties credited to CRJ appropriation from Cable, Satellite, and DART	395	151	137	375	375	381
Estimated value of materials transferred to the Library	32,298	32,885	31,060	30,453	31,000	31,000
Total Receipt Authority	\$63,961	\$66,007	\$63,822	\$62,734	\$66,513	\$64,619
Obligations:						
Pay	\$39,717	\$43,259	\$43,436	\$40,933	\$41,402	\$42,408
Other Obligations	8,610	10,132	9,013	9,553	10,347	10,544
Total Obligations	\$48,327	\$53,391	\$52,449	\$50,486	\$51,749	\$52,952
RATIO of Receipt Authority to Obligations	132%	124%	122%	124%	129%	122%



A. Administrative Provisions

1. Section 1401 – 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\$ 2,500,000

Revolving Funds\$ 183,079,000

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. 1401. (a) IN GENERAL.—For fiscal year 2014, the obligational authority of the Library of Congress for the activities described in subsection (b) may not exceed \$185,579,000.

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

(c) TRANSFER OF FUNDS.—During fiscal year 2014, the Librarian of Congress may temporarily transfer funds appropriated in this Act, under the heading “Library of Congress”, under the subheading “Salaries and Expenses”, to the revolving fund for the FEDLINK Program and the Federal Research Program established under section 103 of the Library of Congress Fiscal Operations Improvement Act of 2000 (Public Law 106-481; 2 U.S.C. 182c): Provided, That the total amount of such transfers may not exceed \$1,900,000; Provided further, That the appropriate revolving fund account shall reimburse the Library for any amounts transferred to it before the period of availability of the Library appropriation expires.

2. Section 1402 – Librarian of Congress – Transfer Authority

The following is the proposed administrative provision:

TRANSFER AUTHORITY

SEC. 1402. (a) IN GENERAL.—Amounts appropriated for fiscal year 2013 for the Library of Congress may be transferred during fiscal year 2014 between any of the headings under the heading “Library of Congress” upon the approval of the Committees on Appropriations of the Senate and the House of Representatives.

(b) LIMITATION.—Not more than 10 percent of the total amount of funds appropriated to the account under the heading “Library of Congress” for fiscal year 2014 may be transferred from that account by all transfers made under subsection (a).

B. Appropriation Language

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

For necessary expenses of the Library of Congress not otherwise provided for...\$433,830,000 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 2014 and shall remain available until expended...

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

Provided further, That of the total amount appropriated, \$7,119,000 shall remain available until expended for the digital collections and educational curricula program....

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

For necessary expenses of the Copyright Office, \$52,952,000, of which not more than \$28,029,000, to remain available until expended, shall be derived from collections during fiscal year 2014...

Provided further, That not more than \$5,590,000 shall be derived from collections during fiscal year 2014...

Provided further, That the total amount available for obligation shall be reduced by the amount by which collections are less than \$33,619,000...

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:...

Justification: The Library is requesting an increase of \$2,250 in the authority level, from \$4,250 to \$6,500, for official representation and reception activities. The current authority level of \$4,250 has been in place since fiscal 2000. The absence of any change in this expenditure cap in fourteen years has made it increasingly difficult to maintain the International Copyright Training program (International Copyright Institute).

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

For necessary expenses to carry out the provisions of section 203 of the Legislative Reorganization Act of 1946 (2 U.S.C. 166)...\$109,979,000...

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), \$51,927,000...



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 to the Library of Congress (LOC) buildings and grounds. Facilities include: Thomas Jefferson Building; James Madison Memorial Building; John Adams Building; and LOC Special Facilities Center, which includes the Little Scholars child development center; the Congressional campus at Fort Meade, Maryland; and the National Audio-Visual Conservation Center located in Culpeper, Virginia.

Fiscal 2014 Budget Request

AOC is requesting \$77.016 million in fiscal 2014 for the Library Buildings and Grounds (LB&G) account. This reflects an increase of \$29.853 million from the fiscal 2013 continuing resolution base of \$47.163 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: **\$26.155 million**

The Operating Budget of the Library Buildings and Grounds (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: **\$50.861 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.

Projects include the following:

West Main Pavilion Egress Stair G & Freight Elevator **[\$11 million]**

An egress study of the Thomas Jefferson Building (TJB) documented insufficient enclosed stairwells and exits. This project will construct a new masonry exit stair, a new freight elevator and an exhaust shaft in the southwest courtyard of the TJB.

Fire Door Improvements, Phase II **[\$3.781 million]**

This is Phase II of a three phase project for the LOC. This phase addresses approximately 80 interior door assemblies by replacing the doors with fire-rated replicas and infilling existing cast iron frames with grout. It will also change the swing direction of approximately 30 interior door assemblies currently swinging in the incorrect egress direction.

Direct Digital Controls Upgrade, Phase II **[\$3.676 million]**

This is Phase II of a three phase program designed to convert a total of 30 JMMB air handlers to digital controls. This design-build project replaces antiquated pneumatic controls on 11 JMMB air handling units with new direct digital controls. The new controls will be integrated into the Building Automation System for centralized control, monitoring, energy management, and operational trending.

- Elevator Modernization** **[\$3.053 million]**
 This is the final part of a multi-year phased program to upgrade and modernize the elevators in the LOC buildings. This phase includes the JMMB and the James Adam Building. The incorporation of digital controls will decrease the chances of stranding passengers, reduce wait times, and increase reliability. Additionally, the mechanical/electrical room will be upgraded to provide improved ventilation.
- Collection Storage Module 5** **[\$5 million]**
 The book storage facility complex at Fort Meade, MD accommodates the Library's expanding collections of books, manuscripts, prints, maps, cultural and other copyrighted materials. This project is required to support the overflow of Library of Congress books and bound periodicals temporarily stored on Capitol Hill. Also includes security and fire protection systems, customized collection storage shelving, integrated fire safety systems, and dedicated Heating Ventilation and Air Conditioning (HVAC) systems for permanent long term collection storage.
- Infrastructure UPS Upgrades, Main Data Center** **[\$16.528 million]**
 This project will provide new infrastructure to increase available conditioned power in the JMMB Data Center. This increase is necessary to meet the requirement of LOC information technology infrastructure with respect to new technologies and future growth. This will replace the existing and aging Uninterruptable Power Supply (UPS) with a more reliable and maintainable UPS system.
- Fire Alarm and Audibility Upgrade** **[\$.693 million]**
 An updated intelligible voice evacuation system is required to provide reliable partial or building-wide notification utilizing clear direction and information to the building occupants during an emergency. This project will focus on the design and functionality of a new voice-paging, evacuation and messaging system to replace the existing outdated and deficient system for the JMMB.
- HVAC Installation, Main Data Center, JMMB** **[\$5.130 million]**
 This construction project will provide new infrastructure to increase the cooling capacity in the JMMB's Data Center. This increase is required to meet the LOC's growing IT mission.
- Minor Construction** **[\$2 million]**
 Reflects the required amount to sustain the necessary level of service for unforeseen construction and repair projects of the LB&G appropriation.