

U.S. Department of Justice
FY 2015 PERFORMANCE BUDGET
Congressional Submission

General Administration



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I. Overview of General Administration

For the General Administration (GA), the Department of Justice (DOJ) requests a total of 646 permanent positions (201 attorneys), 575 FTE (29 reimbursable), and \$128,851,000 for FY 2015. This request represents an increase of \$18,851,000 from the FY 2014 Enactment, attributable in large part to adjustments to base to make permanent and realign functions within the GA appropriation. Electronic copies of the Department of Justice's Congressional Budget Justifications and Capital Asset Plan and Business Case exhibits can be viewed or downloaded from the Internet using the Internet address: <http://www.justice.gov/02organizations/bpp.htm>.

For GA, the primary mission is to support the Attorney General and DOJ senior policy level officials in managing Department resources and developing policies for legal, law enforcement, and criminal justice activities. GA also provides administrative support services to the legal divisions and policy guidance to all Department organizations. GA's mission supports every aspect of the DOJ strategic plan. Most GA offices have significant oversight responsibilities that shape DOJ policy and influence the way the Department works toward meeting each of its strategic goals.

GA consists of four decision units: Department Leadership, Intergovernmental Relations and External Affairs, Executive Support and Professional Responsibility, and the Justice Management Division.

Department Leadership, including the Offices of the Attorney General, Deputy Attorney General, Associate Attorney General, Privacy and Civil Liberties, Rule of Law, and Access to Justice, develops policies regarding the administration of justice in the United States, and directs and oversees the administration and operation of the Department's bureaus, offices, and divisions to ensure DOJ's success in meeting its strategic goals. These offices also provide advice and opinions on legal issues to the President, members of Congress, and the heads of Executive Departments and Agencies.

Intergovernmental Relations and External Affairs includes the Offices of Public Affairs, Legislative Affairs and Tribal Justice. These offices conduct legal and policy analysis of the initiatives necessary for DOJ to meet its strategic goals, and in the many areas in which the Department has jurisdiction or responsibilities. They also act as liaison with federal, state, local and tribal governments, law enforcement officials, the media and Congress on Department activities.

Executive Support and Professional Responsibility includes the Offices of Legal Policy, Professional Responsibility, Information Policy and the Professional Responsibility Advisory Office. This decision unit plans, develops, and coordinates the implementation of major policy initiatives of high priority to the Department and to the administration and represents the Department in the administration's judicial process for Article III judges. This decision unit also oversees the investigation of allegations of criminal and ethical misconduct by the Department's attorneys, criminal investigators, or other law enforcement personnel.

Justice Management Division provides advice to senior DOJ officials and develops departmental policies in the areas of management and administration, ensures compliance by DOJ components with departmental and other federal policies and regulations, and provides a full range of management and administration support services.

For performance reporting purposes, the vast majority of resources for GA offices are included under Goal Two, Prevent Crime, Protect the Rights of the American People, and enforce Federal Law, Objective 2.6, Protect the federal fisc and defend the interests of the United States. Only the Office of Tribal Justice and Access to Justice are included in Goal Three, Ensure and Support the Fair, Impartial, Efficient and Transparent Administration of Justice at the Federal, State, Local, Tribal and International Levels, Objective 3.1, Promote and strengthen relationships and strategies for the administration of justice with state, local, tribal, and international law enforcement.

Environmental and Sustainability Services (ESS) is a program responsibility that falls under the Justice Management Division. The duties of this program are to provide guidance for Department compliance on legislation, executive orders, and other regulations. The staff also provides leadership and support to DOJ components, develops and implements DOJ environmental and energy policies, ensures the Department complies with the DOJ occupational safety and health order, and represents DOJ on interagency workgroups among other tasks. ESS has primary responsibility for meeting the various regulatory mandates.

There are four primary Executive Orders (EOs) that govern the activities under ESS areas:

- EO 13423 – “Strengthening Federal Environmental, Energy, and Transportation Management”
- EO 13514 – “Federal Leadership in Environmental, Energy, and Economic Performance” and
- EO 12196 – “Occupational Safety and Health Programs for Federal Employees”
- EO 13653 – “preparing the United States for the Impacts of Climate Change”

There are also four key pieces of legislation that guide ESS activities:

- Energy Independence and Security Act, 2007,
- Energy Policy Act (EPAAct) of 2005
- The Occupational Safety and Health Act of 1970, and
- 29 C.F.R. Part 1960, Basic Program Elements for Federal Employee Occupational Safety and Health Programs

Both EOs 13514 and 13423 include sustainable practices which Federal agencies are encouraged to implement. EO 13514 requires Federal agencies to annually submit the Strategic Sustainability Performance Plan (SSPP) to the Council on Environmental Quality (CEQ) Chair and the Director of the Office of Management and Budget (OMB). The SSPP integrates previous EOs, statutes, and requirements into a single framework that details the agency strategy for achieving goals and targets required. The SSPP explains how the agency will progress from today toward achieving each goal. The Department submitted the SSPP on June 28, 2013 and

will submit the update in June 2014. There are nine goals and one additional plan under the Department's SSPP.

- GOAL 1: Greenhouse Gas (GHG) Reduction
- GOAL 2: Sustainable Buildings
- GOAL 3: Fleet Management
- GOAL 4: Water Use Efficiency and Management
- GOAL 5: Pollution Prevention and Waste Reduction
- GOAL 6: Sustainable Acquisition
- GOAL 7: Electronic Stewardship and Data Centers
- GOAL 8: Renewable Energy
- GOAL 9: Climate Change Resilience

Additional plans: Fleet Management Plan.

In addition to having the lead on coordinating efforts to meet the SSPP goals for the Department, ESS also has responsibility for the following:

- Developing and implementing a department level higher-tier Environmental Management System (EMS) as the primary management approach for addressing environmental aspects of internal agency operations and activities, including environmental aspects of energy and transportation functions.
- Coordinating and Submitting the Strategic Sustainability Performance Plan to CEQ/OMB annually in June – submitted June 28, 2013 and will submit an update in June 2014.
- Submitting the Climate Adaptation Plan to CEQ/OMB -- submitted June 29, 2012; strategies for climate change resilience were submitted in the 2013 SSPP. A full update will be submitted by June 2014.
- Developing an Electronic Stewardship Program to include acquisition, operation & maintenance and disposal of electronic products. Completed the Department program planning in November, 2012.
- Submitting Department Greenhouse Gas (GHG) inventory to CEQ and OMB annually in January – submitted January 31, 2014.
- Submitting the Department OMB scorecard semiannually to OMB (January and July) and following through with bureaus and components for improvement. Submitted the OMB scorecard on January 31, 2014.
- Implementing and updating the status of the Energy Savings Performance Contracts (ESPC) to OMB monthly through the end of 2016. Submitted the ESPC contracts' status in the OMB scorecard on January 31, 2014.
- Responding to internal and external customer concerns regarding environmental, health and safety program areas.
- Working closely with Procurement Staff in the sustainable acquisitions program area. Issued Procurement Guidance Document, "Requirement to Incorporate Biobased Terms and Conditions in Solicitations" in December, 2012. Issued PGD related to EPEAT registered product in August 2012. Developed Green Acquisition Plan.
- Developing the safety program for the Offices, Boards, and Divisions.

- Composing the annual Department OSHA report which is submitted to the Department of Labor. Target May 2014.
- Conducting safety evaluations for the Bureaus, Offices, Boards, and Divisions.
- Providing oversight and acting as a safety resource for all DOJ employees.

II. Summary of Program Changes

Item Name	Description				Page
		Pos.	FTE	Dollars (\$000)	
Tribal Justice	Funding and staffing to support the Office of Tribal Justice. Includes 3 attorneys to work on legal issues.	3	3	530	20
Policy Analysis	Funding and staffing to support an expanded policy analysis function.	8	8	1,700	22
Access to Justice	Funding and staffing to support the Access to Justice initiative.	2	2	300	25

III. Appropriations Language and Analysis of Appropriations Language

Appropriations Language

For expenses necessary for the administration of the Department of Justice, [\$110,000,000] *\$128,851,000*, of which not to exceed \$4,000,000 for security and construction of Department of Justice facilities shall remain available until expended.

Analysis of Appropriations Language

No substantive changes.

IV. Decision Unit Justification

A. Department Leadership

<i>Department Leadership</i>	Direct Pos.	Estimate FTE	Amount
2013 Enacted with Sequester	71	54	\$17,094
2014 Enacted	71	54	17,313
Adjustments to Base and Technical Adjustments			567
2015 Current Services	71	54	17,880
2015 Program Increases	2	2	300
2015 Program Offsets			
2015 Request	73	56	18,180
Total Change 2014-2015	2	2	867

1. Program Description

The Department Leadership decision unit includes the Office of the Attorney General, the Office of the Deputy Attorney General, the Office of the Associate Attorney General, the Office of Privacy and Civil Liberties, the Rule of Law Office and Access to Justice. The general goals and objectives of the Department Leadership decision unit are:

- Advise the President on Constitutional matters and legal issues involving the execution of the laws of the United States.
- Formulate and implement policies and programs that advise the administration of justice in the United States.
- Provide executive-level leadership in: the prevention of terrorism, the continuing war on drugs, combating violent crimes, investigating and prosecuting fraud and other white collar crimes, diminishing prison overcrowding, and, enforcing environmental and civil rights laws.
- Provide executive-level oversight and management of: international law enforcement training and assistance, financial institutions reform, recovery, and enforcement programs, and investigative policy.
- Coordinate criminal justice matters with federal, state, and local law enforcement and criminal justice agencies.
- Prepare and disseminate an *Annual Report* to the Congress and the public regarding the programs and accomplishments of the Department of Justice.
- Develop, review, and oversee the Department's privacy policies and operations to ensure privacy compliance.

The Attorney General (AG), as head of the DOJ, is the nation's chief law enforcement officer and is appointed by the President and confirmed by the Senate. The AG furnishes advice and opinions on legal matters to the President, the Cabinet and to the heads of the executive departments and agencies of the government, as provided by law, and makes recommendations to the President concerning appointments within the Department, including U.S. Attorneys and U.S. Marshals. The AG appears in person to represent the Government before the U.S. Supreme

Court in cases of exceptional gravity or importance, and supervises the representation of the government in the Supreme Court and all other courts, foreign and domestic, in which the United States is a party or has an interest as may be deemed appropriate. The AG supervises and directs the administration and operation of the DOJ, including the Federal Bureau of Investigation, Drug Enforcement Administration, Bureau of Alcohol, Tobacco, Firearms and Explosives, Bureau of Prisons, Office of Justice Programs, U.S. Attorneys, and U.S. Marshals Service.

The Deputy Attorney General (DAG) advises and assists the AG in formulating and implementing Department policies and programs and in providing overall supervision and direction to all organizational units of the Department. The DAG is appointed by the President and confirmed by the Senate and is second in command of the Department. The DAG exercises all the power and authority of the AG unless any such power of authority is required by law to be exercised by the AG personally or has been specifically delegated exclusively to another Department official. The DAG exercises the power and authority vested in the AG to take final action in matters specifically pertaining to: (1) the employment, separation, and general administration of personnel in the Senior Executive Service (SES) and of attorneys and law students regardless of grade or pay, (2) the appointment of special attorneys and special assistants to the AG, (3) the appointment of Assistant U.S. Trustees and fixing of their compensation, and (4) the approval of the appointment by U.S. Trustees of standing trustees and the fixing of their maximum annual compensation and percentage fees as provided in 28 U.S.C. 586 (e). The DAG also coordinates departmental liaison with White House staff and the Executive Office of the President, and coordinates and controls the Department's reaction to terrorism and civil disturbances.

The Associate Attorney General (AAG) is appointed by the President and is subject to confirmation by the Senate. As the third-ranking official of the Department, the AAG is a principal member of the AG's senior management team and advises and assists the AG and DAG on the formulation and implementation of DOJ policies and programs. The AAG coordinates departmental liaison with the White House staff and prepares recommendations for the consideration of the AG for judicial appointments and presidential appointments within the Department. In addition to these duties, the AAG oversees the work of the Antitrust, Civil, Civil Rights, Environment and Natural Resources, and Tax Divisions. This office also has oversight responsibility for the Office of Justice Programs, the Office of Community Oriented Policing Services, the Community Relations Service, the Office on Violence Against Women, the Office of Information Policy, the Executive Office for U.S. Trustees, and the Foreign Claims Settlement Commission.

The Office of Privacy and Civil Liberties (OPCL) supports the Department's Chief Privacy and Civil Liberties Officer (CPCLO), who serves in the Office of the Deputy Attorney General and is the principal advisor to Department leadership and components on privacy and civil liberties matters affecting the Department's missions and operations. The CPCLO determines the Department's privacy policy and standards, consistent with applicable law, regulation, and Administration policy. OPCL works with the CPCLO and supports the fulfillment of the CPCLO's statutory duties set forth in Section 1174 of the Violence Against Women and Department of Justice Reauthorization Act of 2005 and Section 803 of the Implementing Recommendations of the 9/11 Commission Act of 2007. OPCL's primary mission is to

implement the Department’s privacy policies relating to the protection of individual privacy and civil liberties, including in the context of the Department’s counterterrorism and law enforcement efforts, and to ensure Department compliance with federal information privacy laws and requirements. OPCL is responsible for providing legal and policy guidance on privacy and civil liberties issues, reviewing proposed legislation and initiatives that impact privacy issues, providing privacy training, reviewing privacy redress and complaint issues, and fulfilling the Department’s various privacy reporting requirements.

In March 2007, pursuant to his responsibilities under 22 U.S.C 3927 and 2656, the U.S. Ambassador in Iraq reorganized all civilian and law enforcement efforts supporting Rule of Law in Iraq under a single authority, and named a senior Justice Department official as the Rule of Law (ROL) Coordinator at the Embassy. The ROL Coordinator provided oversight for more than 80 personnel under Chief of Mission authority, coordinated these efforts with United States Forces-Iraq to ensure a unified effort, and served as an advisor to the Ambassador on justice-related issues. In December 2011, with the final withdrawal of all U.S. forces from Iraq and the normalization of the U.S. Embassy in Baghdad, DOJ made the transition from the leadership role for ROL development in Iraq under the DOJ-led Office of the ROL Coordinator to a smaller, more-focused mission supervised by the Office of the Justice Attaché. The Justice Attaché is now the senior DOJ official in Iraq and is responsible for the Embassy’s liaison relationship with the Iraqi court system and the Ministry of Justice, Iraq-related operational matters within Iraqi or U.S. courts, and the coordination of DOJ-implemented capacity building programs.

The primary focus of the Access to Justice Initiative is to help the justice system efficiently deliver outcomes that are fair and accessible to all, irrespective of wealth and status. The Initiative’s staff works within DOJ, across federal agencies, and with state, local, and tribal justice system stakeholders to increase access to counsel and legal assistance and to improve the justice delivery systems that serve people who are unable to afford lawyers.

B. Intergovernmental Relations/External Affairs

Intergovernmental Relations/External Affairs	Direct Pos.	Estimate FTE	Amount
2013 Enacted with Sequester	46	38	\$7,564
2014 Enacted	50	42	9,393
Adjustments to Base and Technical Adjustments	5	5	1,441
2015 Current Services	55	47	10,834
2015 Program Increases	3	3	530
2015 Program Offsets			
2015 Request	58	50	11,364
Total Change 2014-2015	8	8	1,971

1. Program Description

The Intergovernmental Relations/External Affairs decision unit consists of the Offices of Public Affairs, Legislative Affairs and Tribal Justice. The general goals and objectives of the Intergovernmental Relations/External Affairs program are to:

- Improve the process of reviewing and clearing through the Department legislative proposals initiated by other agencies within the Administration.
- Maintain an efficient and responsive legislative liaison service operation.
- Provide support in advancing the Administration's overall legislative agenda.
- Assure policy consistency and coordination of Departmental initiatives, briefing materials, and policy statements.
- Disseminate timely, accurate information about the Department, the AG and the Administration's law enforcement priorities, policies and activities to the media and the general public.
- Enhance and promote the enforcement goals of the Department by distributing news releases, coordinating press conferences, telephone and video conferences to announce indictments, settlements, and statements on civil rights, environmental, criminal, antitrust, and other Department enforcement activities.
- Ensure that all applicable laws, regulations and policies involving the release of information to the public are followed so that material is not made public that might jeopardize investigations and prosecutions, violate rights of defendants or potential defendants or compromise national security interests.
- Promote internal uniformity of Department policies and litigating positions relating to Indian country.
- Advise Department components litigating, protecting or otherwise addressing Native American rights and/or related issues.

The Office of Public Affairs (PAO) is the principle point of contact for DOJ with the media. PAO is responsible for ensuring the public is informed about the Department's activities and the priorities and policies of the AG with regard to law enforcement and legal affairs. Its staff advises the AG and other Department officials on all aspects of media relations and general communications. The Office also coordinates with the public affairs units of Departmental components and United States Attorney Offices. PAO also prepares and issues Department news releases and frequently reviews and approves those issued by components. It serves reporters assigned to the Department by responding to queries, issuing news releases and statements, arranging interviews, and conducting news conferences. PAO ensures that information provided to the media by the Department is current, complete, and accurate. It also ensures that all applicable laws, regulations, and policies involving the release of information to the public are followed so that the maximum disclosure is made without jeopardizing investigations and prosecutions, violating rights of individuals, or compromising national security interests.

The Office of Legislative Affairs (OLA) has responsibility for devising and implementing legislative strategies to carry out Department initiatives that require congressional action. OLA also articulates the views of the Department and its components on proposed legislation and handles the interagency clearance process for the Department with respect to views letters, congressional testimony, and other expressions of Administration policy. OLA responds on behalf of the Department to requests and inquiries from congressional committees, individual Members of Congress, and their staffs. It coordinates congressional oversight activities involving the Department and the appearance of Department witnesses before congressional

committees. OLA also participates in the Senate confirmation process for Federal judges and Department nominees, including Assistant Attorneys General and United States Attorneys.

There are over 54 million acres of Indian country, the majority of which is under federal jurisdiction. Hundreds of federal cases, in addition to other conflicts needing resolution are generated in this area each year. The Office of Tribal Justice (OTJ) is responsible for serving as the primary point of contact between the 566 federally recognized tribes and the Department in these matters. OTJ coordinates these complex matters, the underlying policy, and emerging legislation between more than a dozen DOJ components active in Indian country. External coordination with the Departments of Interior, Health and Human Services, and Homeland Security, as well as the Congress is another of OTJ's duties. OTJ also provides legal expertise in Indian law to the Department in those matters that progress to the Appellate level, or issues being considered for legislation.

C. Executive Support/Professional Responsibility

Executive Support/Professional Responsibility	Direct Pos.	Estimate FTE	Amount
2013 Enacted with Sequester	61	53	\$12,050
2014 Enacted	64	56	12,513
Adjustments to Base and Technical Adjustments	61	48	10,808
2015 Current Services	125	104	23,321
2015 Program Increases	8	8	1,700
2015 Program Offsets			
2015 Request	133	112	25,021
Total Change 2014-2015	69	56	12,508

Note: The majority of the increase is for base adjustments to centralize funding for the Office of Information Policy and the Professional Responsibility Advisory Office.

1. Program Description

The Executive Support/Professional Responsibility decision unit consists of the Offices of Legal Policy, Professional Responsibility, Information Policy, and the Professional Responsibility Advisory Office. The general goals and objectives of this decision unit are to:

- Improve the Department's efficacy in providing substantive and timely input on the Administration's law enforcement initiatives as well as other legislative proposals affecting Department responsibilities.
- Handle the processing of judicial and other nominations efficiently and responsively.
- Oversee the investigation of allegations of criminal and ethical misconduct by the Department's attorneys, criminal investigators, or other law enforcement personnel.
- Assist Department components in processing Freedom of Information Act (FOIA) requests from the public, as well as promote effective FOIA operations across the Executive Branch.

The Office of Legal Policy (OLP) plans, develops, and coordinates the implementation of major policy initiatives of high priority to the Department and the Administration and represents the

Department in the Administration's judicial process for Article III judges. OLP also reviews and coordinates all regulations promulgated by the Department and all of its components. OLP is headed by an Assistant Attorney General who is appointed by the President and confirmed by the Senate. OLP also absorbed the functions of the Office of Dispute Resolution (ODR) in FY 2012 from the General Legal Activities appropriation. The mission of ODR is to promote and facilitate the broad and effective use of alternative dispute resolution processes in settling litigation handled by DOJ and in resolving administrative disputes throughout the Executive Branch of the Federal Government.

The Office of Professional Responsibility (OPR), which reports directly to the AG, is responsible for investigating allegations of misconduct by DOJ attorneys in their duties to investigate, represent the government in litigation, or provide legal advice. In addition, OPR has jurisdiction to investigate allegations of misconduct by law enforcement personnel when they are related to allegations of attorney misconduct within the jurisdiction of OPR. OPR's primary objective is to ensure that DOJ attorneys continue to perform their duties in accordance with the high professional standards expected of the nation's principal law enforcement agency. OPR is headed by the Counsel for Professional Responsibility, who is a career government official. Under the Counsel's direction, OPR reviews allegations of attorney misconduct involving violation of any standard imposed by law, applicable rules of professional conduct, or departmental policy. When warranted, OPR conducts full investigations of such allegations and reports its findings and conclusions to the Attorney General and other appropriate Department officials. OPR also serves as the Department's contact with state bar disciplinary organizations. The objectives of OPR are different from the Office of the Inspector General (OIG) in that OPR focuses on allegations of misconduct which affect the ability of the Department to investigate, litigate, or prosecute, while the OIG focuses on allegations of waste and abuse and other matters which do not implicate the ability of the Department to investigate, litigate or prosecute.

The Office of Information Policy (OIP) was established to provide guidance and assistance to all government agencies in administering the Freedom of Information Act (FOIA). Originally part of the Office of Legal Counsel and later the Office of Legal Policy, OIP became an independent office in 1993. OIP is responsible for encouraging agency compliance with the FOIA and for overseeing agency implementation of that law. To carry out those responsibilities OIP develops legal and policy guidance for agencies, publishes the *Department of Justice Guide to the FOIA*, conducts multiple training sessions, and provides counseling services to help agencies properly implement the law. OIP also establishes reporting requirements for all agencies and conducts assessments of their progress in implementing the FOIA. In addition to these government-wide responsibilities, OIP adjudicates, on behalf of the Department, administrative appeals from denials of access to information made by the Department's components, processes initial requests made for the records of the Senior Leadership Offices, and handles the defense of certain FOIA litigation cases. In FY 2015, this formerly fully reimbursable office will be converted to permanent appropriated funding via base adjustment.

The Professional Responsibility Advisory Office (PRAO) is responsible for providing professional responsibility advice and training to Department of Justice attorneys, including Assistant United States Attorneys on how they may carry out their duties in compliance with the applicable rules of professional conduct. PRAO serves as a liaison with state and federal bar

associations relating to the implementation and interpretation of the rules of professional conduct. PRAO coordinates with the litigating components of the Department to defend Department attorneys in any disciplinary or other hearings concerning allegations of ethical misconduct. PRAO assembles and maintains the professional responsibility rules, interpretative decisions and bar opinions of every state, territory and the District of Columbia. PRAO's Director is a career government senior executive. In FY 2015, this formerly fully reimbursable office will be converted to permanent appropriated funding via base adjustment.

D. Justice Management Division

<i>Justice Management Division</i>	Direct Pos.	Estimate FTE	Amount
2013 Enacted with Sequester	382	328	\$66,242
2014 Enacted	382	328	70,781
Adjustments to Base and Technical Adjustments			3,505
2015 Current Services	382	328	74,286
2015 Program Increases			
2015 Program Offsets			
2015 Request	382	328	74,286
Total Change 2014-2015			3,505

1. Program Description

The Justice Management Division (JMD), under the direction of the Assistant Attorney General for Administration, provides advice and assistance to senior management officials relating to basic Department policy for budget and financial management, personnel management and training, facilities, procurement, equal employment opportunity, information processing, records management, security, and all other matters pertaining to organization, management and administration. JMD provides direct administrative support services such as personnel, accounting, procurement, library, budget, facilities and property management to offices, boards and divisions of the Department and operates several central services, such as automated data processing and payroll, on a reimbursable basis through the Working Capital Fund. The Division collects, organizes, and disseminates records information that is necessary for the Department to carry out its statutory mandate and provides general research and reference assistance regarding information to Department staff, other government attorneys, and members of the public.

The major functions of JMD are to:

- Review and oversee management functions, programs, operating procedures, supporting systems and management practices.
- Supervise, direct, and review the preparation, justification, and execution of the Department's budget, including the coordination and control of the programming and reprogramming of funds.

- Review, analyze, and coordinate the Department's programs and activities to ensure that the Department's use of resources and estimates of future requirements are consistent with the policies, plans, and mission priorities of the Attorney General.
- Plan, direct, and coordinate department-wide personnel management programs and develop and issue department-wide policy in all personnel program areas.
- Direct department-wide financial management policies, internal controls, programs, procedures, and systems including financial accounting, planning, analysis, and reporting.
- Formulate and administer the GA appropriation of the Department's budget.
- Plan, direct, administer, and monitor compliance with department-wide policies, procedures, and regulations concerning records, reports, procurement, printing, graphics, audiovisual activities, forms management, supply management, motor vehicles, real and personal property, space assignment and utilization, employee health and safety programs, and other administrative services functions.
- Direct all Department security programs including personnel, physical, document, information processing, telecommunications, and special intelligence and formulate and implement Department defense mobilization and contingency planning.
- Review legislation for potential impact on the Department's resources.
- Establish policy and procedures related to debt collection and asset forfeiture.
- Develop, direct, coordinate, and monitor compliance with department wide policies and programs for implementing an effective and viable equal employment opportunity program that includes affirmative employment initiatives and procedures for the timely and equitable processing of discrimination complaints.
- Direct the Department's ethics program by administering the ethics laws and regulations and coordinating the work of the deputy ethics officials throughout the Department. This includes issuing advice, providing ethics briefings, and reviewing financial disclosure reports.

IV. Decision Unit Performance Information

PERFORMANCE AND RESOURCES TABLE										
TOTAL RESOURCES	Target		Actual		Projected		Changes		Requested (Total)	
	FY 2013		FY 2013		FY 2014		Current Services Adjustments and FY 2015 Program Changes		FY 2015 Request	
Total General Administration Costs and FTE (reimbursable FTE are included, but reimbursable costs are bracketed and not included in the total)	FTE	\$000	FTE	\$000	FTE	\$000	FTE	\$000	FTE	\$000
	548	102,950	548	102,950	548	110,000	27	18,851	575	128,851
Strategic										
Goal/Objective: Goal 2/Objective 2.6 Protect the federal fisc and defend the interests of the United States										
Decision Unit: Department Leadership										
Total Costs and FTE (reimbursable FTE are included, but reimbursable costs are bracketed and not included in the total)	FTE	\$000	FTE	\$000	FTE	\$000	FTE	\$000	FTE	\$000
	54	17,094	54	17,094	48	16,182	0	567	48	16,749
Decision Unit: Intergovernmental Relations/External Affairs										
Total Costs and FTE (reimbursable FTE are included, but reimbursable costs are bracketed and not included in the total)	FTE	\$000	FTE	\$000	FTE	\$000	FTE	\$000	FTE	\$000
	38	7,564	38	7,564	37	8,155	5	1,441	42	9,596
Decision Unit: Professional Responsibility/Executive Support										
Total Costs and FTE (reimbursable FTE are included, but reimbursable costs are bracketed and not included in the total)	FTE	\$000	FTE	\$000	FTE	\$000	FTE	\$000	FTE	\$000
	53	12,050	53	12,050	56	12,513	56	12,508	112	25,021
Strategic										
Goal/Objective: Goal 3/Objective 3.1 Promote and strengthen relationship and strategies for the administration of justice with state, local, tribal and international law enforcement										
Decision Units: Department Leadership										
Total Costs and FTE (reimbursable FTE are included, but reimbursable costs are bracketed and not included in the total)	FTE	\$000	FTE	\$000	FTE	\$000	FTE	\$000	FTE	\$000
	[]	[]	[]	[]	6	1,131	2	300	8	1,431
Decision Units: Intergovernmental Relations/External Affairs										
Total Costs and FTE (reimbursable FTE are included, but reimbursable costs are bracketed and not included in the total)	FTE	\$000	FTE	\$000	FTE	\$000	FTE	\$000	FTE	\$000
	[]	[]	[]	[]	5	1,238	3	530	8	1,768

PERFORMANCE AND RESOURCES TABLE

Strategic Goal/Objective: Goal 2/Objective 2.6 Protect the federal fisc and defend the interests of the United States

Decision Unit: Justice Management Division

RESOURCES		Target		Actual		Projected		Changes		Requested (Total)	
		FY 2013		FY 2013		FY 2014		Current Services Adjustments and FY 2015 Program Changes		FY 2015 Request	
Total Costs and FTE [reimb]		FTE	\$000	FTE	\$000	FTE	\$000	FTE	\$000	FTE	\$000
		328	66,242 [11,957]	328	66,242 [11,957]	328	70,781 [11,957]	0	3,505	328	74,286 [8,957]
TYPE/ STRATEGIC OBJECTIVE	PERFORMANCE	FY 2013		FY 2013		FY 2014		Current Services Adjustments and FY 2015 Program Changes		FY 2015 Request	
<u>Program Activity: Human Capital</u>		FTE	\$000	FTE	\$000	FTE	\$000	FTE	\$000	FTE	\$000
		54	10,723			54	10,723	0	536	54	11,259
Number of Personnel Actions		287,125		207,868		213,982		0		214,382	
Number of Whistleblower Case Issuances		30		39		30		0		30	
Ensure there are sufficient replacement workers for separations (ratio)		0.50		0.75		0.50				0.50	
Reduce percentage of permanent employees separating with less than one		20		10.25		20		0		20	
<u>Budget and Performance Integration</u>		FTE	\$000	FTE	\$000	FTE	\$000	FTE	\$000	FTE	\$000
		52	7,407			52	7,407	0	370	52	7,777
Monitor Budget & Performance Goals Quarterly for all Accounts		100%		100%		100%		0		100%	
<u>Secure and Consolidated Facilities</u>		FTE	\$000	FTE	\$000	FTE	\$000	FTE	\$000	FTE	\$000
		108	18,426			108	18,426	0	921	115	19,347
Number of Security Compliance Reviews/Follow - Ups Completed		40		14		15		0		15	
Number of Employee/Contractor Adjudications Completed		10,000		10,764		10,000		0		10,000	
Ensure components have current COOP plans		100		100		100		0		100	

PERFORMANCE MEASURE TABLE

Strategic											
Goal/Objective: Goal 2/Objective 2.6 Protect the federal fisc and defend the interests of the United States											
Decision Unit: JMD											
Performance Report and Performance Plan Targets		FY 2007	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013		FY 2014	FY 2015
		Actual	Actual	Actual	Actual	Actual	Actual	Target	Actual	Target	Target
Performance Measure	Number of Personnel Actions	390,608	317,313	280,725	370,090	287,080	264,303	287,125	207,868	213,982	214,382
Performance Measure	Number of Whistleblower Case Issuances	60	109	35	40	20	63	30	39	30	30
Performance Measure	Reduce percentage of employees separating with less than one year of service					12.75	10.50	20	10.25	20	20
Performance Measure	Monitor Budget & Performance Goals Quarterly for all Accounts			100%	100%	100%	100%	100%	100%	100%	100%
Performance Measure	Number of Security Compliance Reviews/Follow-ups Completed	55	53	51	43	37	42	40	14	15	15
Performance Measure	Ensure components have current COOP plans					25	75	100	100	100	100

Performance, Resources, and Strategies

The mission of JMD is “Serving Justice by Securing Results with Strategic Counsel.” JMD’s performance measures are centered on our mission and organized in the following performance areas:

- Human Capital - to recruit, hire, train, appraise, reward, and retain a highly qualified and diverse workforce to achieve DOJ’s mission objectives.
- Budget and Performance - to manage DOJ resources using integrated budget and performance criteria.
- Secure and Consolidated Facilities - to maximize space utilization and ensure safe and secure facilities.

V. Program Increases by Item

Item Name: Tribal Justice

Strategic Goal: Strategic Goal 3
Strategic Objective: Objective 3.1
Budget Decision Unit(s): Intergovernmental Relations/External Affairs

Organizational Program: Office of Tribal Justice

Program Increase: Positions 3 Atty 3 FTE 3 Dollars \$530,000

Description of Item

Funding and staffing is requested to support the DOJ's Office of Tribal Justice (OTJ).

Support of the Department's Strategic Goals

The request supports Objective 3.1 "Promote and strengthen relationships and strategies for the administration of justice with State, local, Tribal, and international law enforcement," which is included in Strategic Goal 3.

Justification

OTJ was established in 1985 in response to the overwhelming demand by Indian tribes for better coordination within the Department and among other federal agencies on law enforcement and public safety issues. There are over 54 million acres of Indian country, the majority of which is under federal jurisdiction. Hundreds of federal cases, in addition to other conflicts needing resolution are generated in this area each year. OTJ is responsible for serving as the primary point of contact between the 566 federally recognized tribes and the Department in these matters. OTJ coordinates these complex matters, the underlying policy, and emerging legislation between more than a dozen DOJ components active in Indian country.

OTJ also serves as the lead component in managing the Department's complex government-to-government relationship with tribes. This relationship and OTJ's responsibilities are delineated in Executive Order 13175, the Attorney General's memorandum reorganizing the OTJ, 28 C.F.R. 0.134, establishing OTJ as a distinct component of the Department, and in provisions of the Tribal Law and Order Act of 2010. External coordination with the Departments of the Interior, Health and Human Services, and Homeland Security, and other federal agencies, as well as the Congress is another of OTJ's duties. OTJ also provides legal expertise in Federal Indian Law to the Department in those matters that progress to the Appellate level, or issues being considered for legislation.

To ensure that the Department's Indian country responsibilities are met, the increase in OTJ staff is necessary. The additional staffing requested includes three attorneys to work on legal issues. OTJ is also anticipated to need to cover travel expenses, which is included as non-personnel funding.

Funding

Base Funding

FY 2013 Enacted w/ Resc. & Sequestration				FY 2014 Enacted				FY 2015 Current Services			
Pos	Agt/Atty	FTE	\$(000)	Pos	Agt/Atty	FTE	\$(000)	Pos	Agt/Atty	FTE	\$(000)
0	0	0	0	5	3	5	1,238	4	4	4	1,238

Personnel Increase Cost Summary

Type of Position	Modular Cost per Position (\$000)	Number of Positions Requested	FY 2015 Request (\$000)	FY 2016 Net Annualization (change from 2015) (\$000)	FY 2017 Net Annualization (change from 2016) (\$000)
Attorneys (0905)	167	3	500		0
Total Personnel	167	3	500		0

Non-Personnel Increase Cost Summary

Non-Personnel Item	Unit Cost	Quantity	FY 2015 Request (\$000)	FY 2016 Net Annualization (Change from 2015) (\$000)	FY 2017 Net Annualization (Change from 2016) (\$000)
Travel Expenses	30	1	30	0	0
Total Non-Personnel			30	0	0

Total Request for this Item

	Pos	Agt/Atty	FTE	Personnel (\$000)	Non-Personnel (\$000)	Total (\$000)	FY 2016 Net Annualization (Change from 2015) (\$000)	FY 2017 Net Annualization (Change from 2016) (\$000)
Current Services	5	4	5	1,238	0	1,238	0	0
Increases	3	3	3	500	30	530	0	0
Grand Total	8	7	8	1,738	30	1,768	0	0

Item Name: Policy Analysis

Strategic Goal: Strategic Goal 2
Strategic Objective: Objective 2.6
Budget Decision Unit(s): Executive Support/Professional Responsibility

Organizational Program: Office of Legal Policy

Program Increase: Positions 8 FTE 8 Dollars \$1,700,000

Description of Item

Funding and staffing is requested to support the expanded policy analysis function within the Office of Legal Policy (OLP).

Support of the Department’s Strategic Goals

The request supports Objective 2.6 “Protect the federal fisc and defend the interests of the United States,” which is included in Strategic Goal 2.

Justification

This funding would support the creation of a quantitative analysis unit within OLP that will provide critical support for the Department’s efforts to ensure evidence-based policy making. The unit will analyze, on behalf of Department leadership, the effects and impacts of policy related to the Department’s core missions, including criminal and civil law enforcement; the criminal justice system; and the enforcement of civil rights. That analysis will better enable Department policy makers to make informed decisions.

Applying statistics, econometrics, and quantitative data analysis, a new policy analysis unit in OLP would benefit the Department in at least the following three ways.

Policy Evaluation: Enhanced analytical capabilities would help the Department evaluate which policies are ripe for change, in light of problems and emerging trends. It would also help to evaluate whether the policy changes, once implemented, achieved the desired effect—and if not, how they might be improved.

Policy Modeling: Enhanced analytical capabilities would help predict, with greater precision and rigor, the impact of particular policy changes; would help guide policy development; and would help in establishing baseline measures, based on available data, by which new policy can subsequently be evaluated.

Regulatory Development: Enhanced analytical capabilities would bolster the Department’s regulatory development; many of the Department’s rules require significant quantitative analysis to undertake the economic modeling required by various statutes and Executive Orders.

Below are two representative examples of how the policy analysis unit could contribute to the Department’s work:

- **Smart on Crime:** The Department’s Smart on Crime initiative followed a review of all phases of the criminal justice system and an examination of state experiences and academic research. An in-house data analysis capability would have been helpful in that process. Even more significant, now that the policy is in effect, data analysis could be used to help assess the policy’s effectiveness. For example, and once an appropriate amount of time has passed to allow for analysis, it would be useful to determine how the Department’s new initiative is affecting the total population entering the Bureau of Prison system, impacts on certain communities, and recidivism rates. The Department does not currently have the analytical capacity necessary to make those assessments in house.
- **Significant Rules:** The Department is called upon to promulgate significant rules with regularity. Developing Regulatory Impact Assessments for these rules can be difficult, time-consuming, and costly. The Department’s efforts in developing rules under the Prison Rape Elimination Act and the Americans with Disabilities Act provide just two examples in which the Department has had to rely on outside contractors to conduct the legally required analyses. Having an in-house capability could significantly reduce such costs.

Creating the policy analysis unit within OLP will complement and strengthen the Department’s existing policy-making apparatus. A relatively modest investment in this capacity will benefit the entire Department—and the Department’s efforts to ensure public safety and the fair and impartial administration of justice for all Americans.

Funding

Base Funding

FY 2013 Enacted w/ Resc. & Sequestration				FY 2014 Enacted				FY 2015 Current Services			
Pos	Agt/Atty	FTE	\$(000)	Pos	Agt/Atty	FTE	\$(000)	Pos	Agt/Atty	FTE	\$(000)
0	0	0	0	0	0	0	0	0	0	0	0

Personnel Increase Cost Summary

Type of Position	Modular Cost per Position (\$000)	Number of Positions Requested	FY 2015 Request (\$000)	FY 2016 Net Annualization (change from 2015) (\$000)	FY 2017 Net Annualization (change from 2016) (\$000)
Director	217	1	217	0	0
Program Analyst	144	7	1,008	0	0
Total Personnel		8	1,225	0	0

Non-Personnel Increase Cost Summary

Non-Personnel Item	Unit Cost	Quantity	FY 2015 Request (\$000)	FY 2016 Net Annualization (Change from 2015) (\$000)	FY 2017 Net Annualization (Change from 2016) (\$000)
Total Non-Personnel	475	1	475	0	0

Total Request for this Item

	Pos	Agt/Atty	FTE	Personnel (\$000)	Non-Personnel (\$000)	Total (\$000)	FY 2016 Net Annualization (Change from 2015) (\$000)	FY 2017 Net Annualization (Change from 2016) (\$000)
Current Services	0	0	0	0	0	0	0	0
Increases	8	0	8	1,225	475	1,700	0	0
Grand Total	8	0	8	1,225	475	1,700	0	0

Item Name: Access to Justice

Strategic Goal: Strategic Goal 3
Strategic Objective: Objective 3.1
Budget Decision Unit(s): Department Leadership

Organizational Program: Access to Justice Initiative

Program Increase: Positions 2 Atty 2 FTE 2 Dollars \$300,000

Description of Item

Funding and staffing is requested to support the DOJ's Access to Justice Initiative.

Support of the Department's Strategic Goals

The request supports Objective 3.1 "Promote and strengthen relationships and strategies for the administration of justice with State, local, Tribal, and international law enforcement," which is included in Strategic Goal 3.

Justification

The Access to Justice Initiative (ATJ) strives to address the access-to-justice crisis in the criminal and civil justice system. ATJ's mission is to help the justice system efficiently deliver outcomes that are fair and accessible to all, irrespective of wealth and status. The Initiative's staff works within DOJ, across federal agencies, and with state, local, and tribal justice system stakeholders to increase access to counsel and legal assistance and to improve the justice delivery systems that serve people who are unable to afford lawyers.

The addition of two attorneys would enable ATJ to:

- Expand efforts to file Statements of Interest and amicus briefs in cases that align with the Department's commitment to the constitutionally protected right to counsel.
- Identify new opportunities for cross-agency collaboration where two or more agencies are working with the same vulnerable populations also helped by civil legal aid programs (continuing the work of the 17-federal agency Legal Aid Interagency Roundtable jointly convened by the Associate Attorney General and the White House Domestic Policy Council). The new staff member would work with agencies to identify programs, initiatives and activities where integrating legal aid with existing services would improve program efficiency and outcomes, as well as promote research and evaluation to better determine the effectiveness of programs that include legal services.
- Coordinate with the Office of Justice Programs and other parts of the Department on important cross-cutting issues, including new items in the FY 2015 budget, related to increased grant-making on indigent defense and new grants related to civil legal aid research and evaluation and a civil legal aid competitive grant program to encourage best practices. The new staff member would assist with outreach and evaluation in these types of new initiatives.

Funding

Base Funding

FY 2013 Enacted w/ Resc. & Sequestration				FY 2014 Enacted				FY 2015 Current Services			
Pos	Agt/Atty	FTE	\$(000)	Pos	Agt/Atty	FTE	\$(000)	Pos	Agt/Atty	FTE	\$(000)
7	5	6	1,131	7	5	6	1,131	7	5	6	1,131

Personnel Increase Cost Summary

Type of Position	Modular Cost per Position (\$000)	Number of Positions Requested	FY 2015 Request (\$000)	FY 2016 Net Annualization (change from 2015) (\$000)	FY 2017 Net Annualization (change from 2016) (\$000)
Attorneys (0905)	150	2	300		0
Total Personnel	150	2	300		0

Non-Personnel Increase Cost Summary

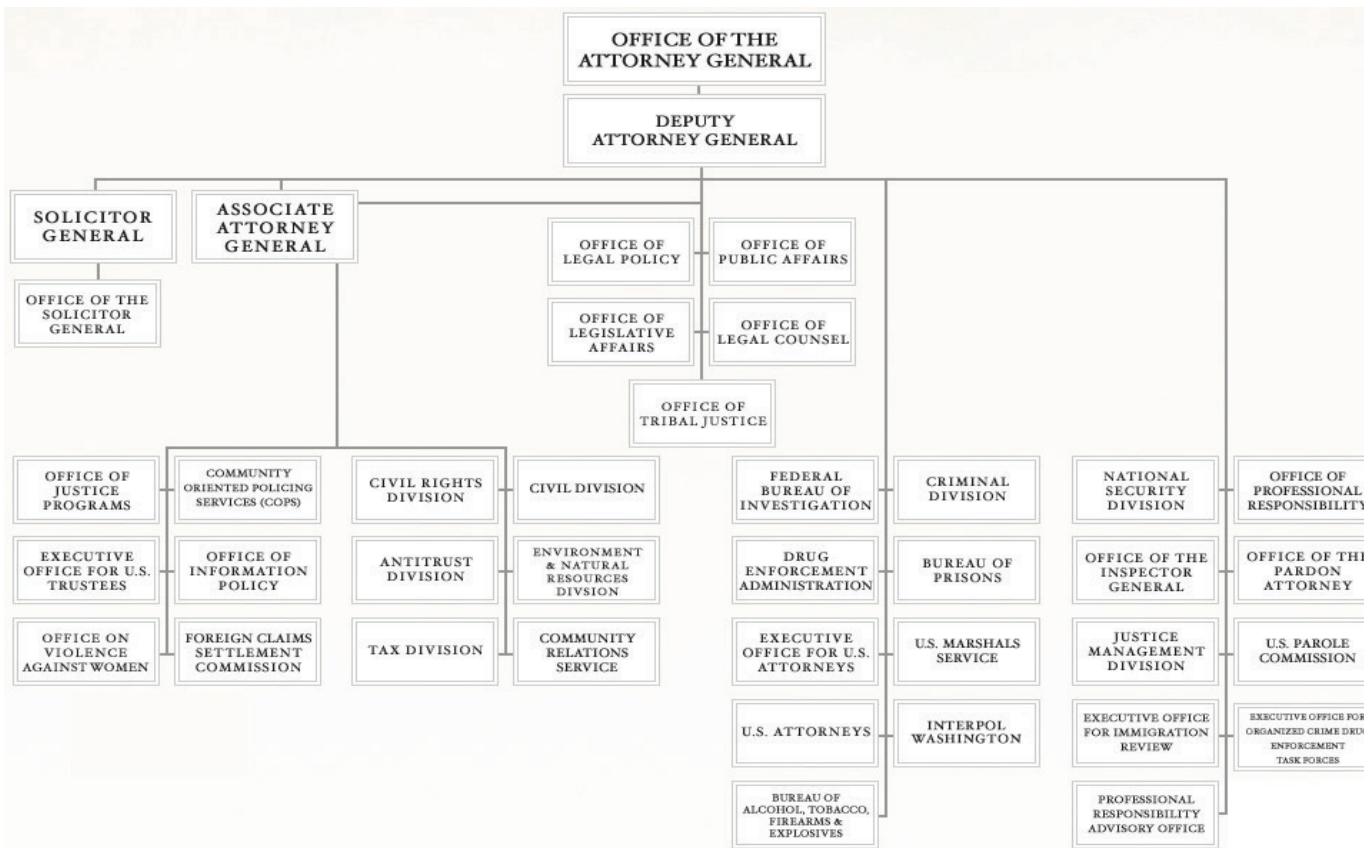
Non-Personnel Item	Unit Cost	Quantity	FY 2015 Request (\$000)	FY 2016 Net Annualization (Change from 2015) (\$000)	FY 2017 Net Annualization (Change from 2016) (\$000)
Total Non-Personnel			0	0	0

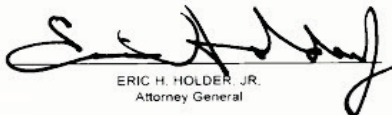
Total Request for this Item

	Pos	Agt/Atty	FTE	Personnel (\$000)	Non-Personnel (\$000)	Total (\$000)	FY 2016 Net Annualization (Change from 2015) (\$000)	FY 2017 Net Annualization (Change from 2016) (\$000)
Current Services	7	5	6	900	231	1,131	0	0
Increases	2	2	2	300		300	0	0
Grand Total	9	7	8	1,200	231	1,431	0	0

VI. EXHIBITS

A: Organizational Chart



Approved by  Date 11/26/12
 ERIC H. HOLDER, JR.
 Attorney General

B. Summary of Requirements

Summary of Requirements

General Administration
Salaries and Expenses
(Dollars in Thousands)

	FY 2015 Request		
	Direct Positions	FTE	Amount
2013 Enacted	560	473	110,822
2013 Rescissions (1.877% & 0.2%)			-2,297
2013 Sequester			<u>-5,575</u>
Total 2013 Enacted (with Rescissions and Sequester)	560	473	102,950
2014 Enacted	567	480	110,000
Base Adjustments			
Pay and Benefits	5	5	2,551
Domestic Rent and Facilities	0	0	3,580
Other Adjustments	61	48	10,190
Total Base Adjustments	66	53	16,321
2015 Current Services	633	533	126,321
Program Changes			
Increases:			
Access to Justice	2	2	300
Office of Tribal Justice	3	3	530
Policy Analysis	8	8	1,700
Subtotal, Increases	13	13	2,530
Total Program Changes	13	13	2,530
2015 Total Request	646	546	128,851
2014 - 2015 Total Change	79	66	18,851

Note: The FTE for FY 2013 is actual and for FY 2014 and FY 2015 is estimated.

B. Summary of Requirements

Summary of Requirements

General Administration
Salaries and Expenses
(Dollars in Thousands)

Program Activity	2013 Enacted with Rescissions and Sequester			2014 Enacted			2015 Technical and Base Adjustments			2015 Current Services		
	Direct Pos.	Actual FTE	Amount	Direct Pos.	Est. FTE	Amount	Direct Pos.	Est. FTE	Amount	Direct Pos.	Est. FTE	Amount
Department Leadership	71	54	17,094	71	54	17,313	0	0	567	71	54	17,880
Intergovernmental Relations & External Affairs	46	38	7,564	50	42	9,393	5	5	1,441	55	47	10,834
Executive Support & Professional Responsibility	61	53	12,050	64	56	12,513	61	48	10,808	125	104	23,321
Justice Management Division	382	328	66,242	382	328	70,781	0	0	3,505	382	328	74,286
Total Direct	560	473	102,950	567	480	110,000	66	53	16,321	633	533	126,321
Balance Rescission			0			0			0			0
Total Direct with Rescission			102,950			110,000			16,321			126,321
Reimbursable FTE		75			68			-39			29	
Total Direct and Reimb. FTE		548			548			14			562	
Grand Total, FTE		548			548			14			562	

Program Activity	2015 Increases			2015 Offsets			2015 Request		
	Direct Pos.	Est. FTE	Amount	Direct Pos.	Est. FTE	Amount	Direct Pos.	Est. FTE	Amount
Department Leadership	2	2	300	0	0	0	73	56	18,180
Intergovernmental Relations & External Affairs	3	3	530	0	0	0	58	50	11,364
Executive Support & Professional Responsibility	8	8	1,700	0	0	0	133	112	25,021
Justice Management Division	0	0	0	0	0	0	382	328	74,286
Total Direct	13	13	2,530	0	0	0	646	546	128,851
Balance Rescission			0			0			0
Total Direct with Rescission			2,530			0			128,851
Reimbursable FTE		0			0			29	
Total Direct and Reimb. FTE		13			0			575	
Grand Total, FTE		13			0			575	

C. Program Changes by Decision Unit

FY 2015 Program Changes by Decision Unit

General Administration

Salaries and Expenses

(Dollars in Thousands)

Program Increases	Location of Description in Narrative	Department Leadership				Intergovernmental Relations & External Affairs			
		Direct Pos.	Agt./ Atty.	Est. FTE	Amount	Direct Pos.	Agt./ Atty.	Est. FTE	Amount
Access to Justice		2	2	2	300	0	0	0	0
Office of Tribal Justice		0	0	0	0	3	3	3	530
Total Program Increases		2	2	2	300	3	3	3	530

Program Increases	Location of Description in Narrative	Executive Support & Professional Responsibility				Justice Management Division				Total Increases			
		Direct Pos.	Agt./ Atty.	Est. FTE	Amount	Direct Pos.	Agt./ Atty.	Est. FTE	Amount	Direct Pos.	Agt./ Atty.	Est. FTE	Amount
Policy Analysis		8	0	8	1,700	0	0	0	0	13	5	13	2,530
Total Program Increases		8	0	8	1,700	0	0	0	0	13	5	13	2,530

D. Resources by DOJ Strategic Goal and Strategic Objective

Resources by Department of Justice Strategic Goal/Objective

General Administration
Salaries and Expenses
(Dollars in Thousands)

Strategic Goal and Strategic Objective	2013 Enacted with Rescissions and Sequester		2014 Enacted		2015 Current Services		2015 Increases		2015 Offsets		2015 Total Request	
	Direct/Reimb FTE	Direct Amount	Direct/Reimb FTE	Direct Amount	Direct/Reimb FTE	Direct Amount	Direct/Reimb FTE	Direct Amount	Direct/Reimb FTE	Direct Amount	Direct/Reimb FTE	Direct Amount
Goal 2 Prevent Crime, Protect the Rights of the American People, and enforce Federal Law												
2.6 Protect the federal fisc and defend the interests of the United States	548	102,950	543	108,762	551	123,952	8	1,700	0	0	559	125,652
Subtotal, Goal 2	548	102,950	543	108,762	551	123,952	8	1,700	0	0	559	125,652
Goal 3 Ensure and Support the Fair, Impartial, Efficient, and Transparent Administration of Justice at the Federal, State, Local, Tribal and International Levels.												
3.1 Promote and strengthen relationships and strategies for the administration of justice with law enforcement agencies, organizations, prosecutors, and defenders, through innovative leadership and programs	0	0	5	1,238	11	2,369	5	830	0	0	16	3,199
Subtotal, Goal 3	0	0	5	1,238	11	2,369	5	830	0	0	16	3,199
TOTAL	548	102,950	548	110,000	562	126,321	13	2,530	0	0	575	128,851

Note: Excludes Balance Rescission and/or Supplemental Appropriations.

E. Justification for Technical and Base Adjustments

Justifications for Technical and Base Adjustments

General Administration

Salaries and Expenses

(Dollars in Thousands)

	Direct Pos.	Estimate FTE	Amount
Pay and Benefits			
1 <u>2015 Pay Raise:</u> This request provides for a proposed 1 percent pay raise to be effective in January of 2015. The amount request, \$495,000, represents the pay amounts for 3/4 of the fiscal year plus appropriate benefits (\$347,000 for pay and \$148,000 for benefits.)			495
2 <u>Annualization of 2014 Pay Raise:</u> This pay annualization represents first quarter amounts (October through December) of the 2014 pay increase of 1.0% included in the 2014 President's Budget. The amount requested \$171,000, represents the pay amounts for 1/4 of the fiscal year plus appropriate benefits (\$119,700 for pay and \$51,300 for benefits).			171
3 <u>FERS Regular/Law Enforcement Retirement Contribution:</u> Effective October 1, 2014 (FY 2015), the new agency contribution rates of 13.2% (up from the current 11.9%, or an increase of 1.3%) and 28.8% for law enforcement personnel (up from the current 26.3%, or an increase of 2.5%) . The amount requested, \$698,000, represents the funds needed to cover this increase.			698
4 <u>Base Pay Adjustment:</u> Personnel: This provides for the annualization of five long term detailees, three in the Office of Legislative Affairs and two in the Public Affairs Office. Annualization of these detailees is based on actual costs of the positions in FY 2013 plus anticipated pay increases. This requests an increase of \$976,000 for full-year payroll and benefits costs associated with these five positions. Non-Personnel: This non-personnel costs associated with these positions are already included in base resources for these offices.	5	5	976
5 <u>Health Insurance:</u> Effective January 2015, the component's contribution to Federal employees' health insurance increases by 2.4 percent. Applied against the 2014 estimate of \$3,750,000, the additional amount required is \$90,000.			90
6 <u>Retirement:</u> Agency retirement contributions increase as employees under CSRS retire and are replaced by FERS employees. Based on U.S. Department of Justice Agency estimates, we project that the DOJ workforce will convert from CSRS to FERS at a rate of 1.3 percent per year. The requested increase of \$121,000 is necessary to meet our increased retirement obligations as a result of this conversion.			121
Subtotal, Pay and Benefits	5	5	2,551

E. Justification for Technical and Base Adjustments

Justifications for Technical and Base Adjustments

General Administration

Salaries and Expenses

(Dollars in Thousands)

	Direct Pos.	Estimate FTE	Amount
Domestic Rent and Facilities			
1 <u>General Services Administration (GSA) Rent:</u> GSA will continue to charge rental rates that approximate those charged to commercial tenants for equivalent space and related services. The requested increase of \$1,746,000 is required to meet our commitment to GSA. The costs associated with GSA rent were derived through the use of an automated system, which uses the latest inventory data, including rate increases to be effective FY 2015 for each building currently occupied by Department of Justice components, as well as the costs of new space to be occupied. GSA provides data on the rate increases.			1,746
2 <u>Guard Services:</u> This includes Department of Homeland Security (DHS) Federal Protective Service charges, Justice Protective Service charges and other security services across the country. The requested increase of \$2,000 is required to meet these commitments.			2
3 <u>Moves (Lease Expirations):</u> GSA requires all agencies to pay relocation costs associated with lease expirations. This request provides for the costs associated with new office relocations caused by the expiration of leases in FY 2015.			1,832
Subtotal, Domestic Rent and Facilities	0	0	3,580
Other Adjustments			
1 <u>Base Adjustments to Convert Reimbursable Positions:</u> Centralization of funding for the Offices of Information Policy and the Professional Responsibility Advisory Office.	61	48	10,190
Subtotal, Other Adjustments	61	48	10,190
TOTAL DIRECT TECHNICAL and BASE ADJUSTMENTS	66	53	16,321
ATB Reimbursable FTE Changes			
1 <u>ATB Reimbursable FTE Adjustments</u>		-39	
Subtotal, Reimbursable FTE Changes	0	-39	0

F. Crosswalk of 2013 Availability

Crosswalk of 2013 Availability

General Administration

Salaries and Expenses

(Dollars in Thousands)

Program Activity	2013 Appropriation Enacted w/o Balance Rescission ¹			Sequester			Reprogramming/Transfers			Carryover	Recoveries/ Refunds	2013 Actual		
	Direct Pos.	Actual FTE	Amount	Direct Pos.	Actual FTE	Amount	Direct Pos.	Actual FTE	Amount	Amount	Amount	Direct Pos.	Actual FTE	Amount
Department Leadership	71	54	18,019	0	0	-926	0	0	0	0	0	71	54	17,093
Intergovernmental Relations & External Affairs	46	38	7,974	0	0	-410	0	0	0	0	0	46	38	7,564
Executive Support & Professional Responsibility	61	53	12,702	0	0	-652	0	0	0	0	0	61	53	12,050
Justice Management Division	382	328	69,830	0	0	-3,587	0	0	0	0	0	382	328	66,243
No-Year Account	0	0	0	0	0	0	0	0	4,000	472	27	0	0	4,499
Total Direct	560	473	108,525	0	0	-5,575	0	0	4,000	472	27	560	473	107,449
Reimbursable FTE		75			0			0					75	
Total Direct and Reimb. FTE		548			0			0					548	
Grand Total, FTE		548			0			0					548	

Footnotes:

1) The 2013 Enacted appropriation includes the 2 across-the-board rescissions of 1.877% and 0.2%

Reprogramming/Transfers

Transfer of \$4,000,000 from balances to GA-X account.

Carryover:

Carryover funding of \$472,000 in the GA-X account.

Recoveries/Refunds:

Recovery of \$27,000 in the GA-X account.

G. Crosswalk of 2014 Availability

Crosswalk of 2014 Availability

General Administration
Salaries and Expenses
(Dollars in Thousands)

Program Activity	FY 2014 Enacted			Reprogramming/Transfers			Carryover	Recoveries/ Refunds	2014 Availability		
	Direct Pos.	Estim. FTE	Amount	Direct Pos.	Estim. FTE	Amount	Amount	Amount	Direct Pos.	Estim. FTE	Amount
Department Leadership	71	54	17,313	0	0	0	0	0	71	54	17,313
Intergovernmental Relations & External Affairs	50	42	9,393	0	0	0	0	0	50	42	9,393
Executive Support & Professional Responsibility	64	56	12,513	0	0	0	0	0	64	56	12,513
Justice Management Division	382	328	70,781	0	0	0	0	0	382	328	70,781
No-Year Account	0	0	0	0	0	1,500	1,840	0	0	0	3,340
Total Direct	567	480	110,000	0	0	1,500	1,840	0	567	480	113,340
Reimbursable FTE		68			0					68	
Total Direct and Reimb. FTE		548			0					548	
Grand Total, FTE		548			0					548	

Reprogramming/Transfers

Anticipated transfers of \$1,500,000 from balances to GA-X account.

Carryover:

Carryover funding of \$1,840,000 in the GA-X account.

H. Summary of Reimbursable Resources

Summary of Reimbursable Resources

General Administration
Salaries and Expenses
(Dollars in Thousands)

Collections by Source	2013 Actual			2014 Planned			2015 Request			Increase/Decrease		
	Reimb. Pos.	Reimb. FTE	Amount	Reimb. Pos.	Reimb. FTE	Amount	Reimb. Pos.	Reimb. FTE	Amount	Reimb. Pos.	Reimb. FTE	Amount
Alcohol, Tobacco, Firearms & Explosives	0	0	567	0	0	648	0	0	384	0	0	-264
Antitrust	0	0	434	0	0	496	0	0	294	0	0	-202
Asset Forfeiture Fund	0	0	2	0	0	2	0	0	1	0	0	-1
Bureau of Prisons	0	0	2,637	0	0	3,013	0	0	1,785	0	0	-1,228
Community Oriented Policing Services	0	0	15	0	0	17	0	0	10	0	0	-7
Department of Health and Human Services	0	0	140	0	0	160	0	0	95	0	0	-65
Department of Interior	0	0	15	0	0	17	0	0	10	0	0	-7
Drug Enforcement Administration	0	0	813	0	0	929	0	0	550	0	0	-379
Executive Office for Immigration Review	0	0	395	0	0	451	0	0	267	0	0	-184
Federal Bureau of Investigation	0	0	4,566	0	0	5,218	0	0	3,091	0	0	-2,127
Foreign Claims Settlement Commission	0	0	1	0	0	1	0	0	1	0	0	0
General Legal Activities	0	0	3,129	0	0	3,576	0	0	2,118	0	0	-1,457
National Security Division	0	0	599	0	0	684	0	0	405	0	0	-279
Office of the Inspector General	0	0	131	0	0	150	0	0	89	0	0	-61
Office of Justice Programs	0	0	79	0	0	90	0	0	53	0	0	-37
Office of the Pardon Attorney	0	0	54	0	0	62	0	0	37	0	0	-25
Office on Violence Against Women	0	0	176	0	0	201	0	0	119	0	0	-82
Organized Crime & Drug Enforcement TF	0	0	3	0	0	3	0	0	2	0	0	-1
U.S. Attorneys	0	0	4,528	0	0	5,174	0	0	3,065	0	0	-2,109
U.S. Marshals Service	0	0	430	0	0	491	0	0	291	0	0	-200
U.S. Parole Commission	0	0	2	0	0	2	0	0	1	0	0	-1
U.S. Trustees	0	0	280	0	0	320	0	0	190	0	0	-130
Other	0	0	2,882	0	0	3,293	0	0	1,951	0	0	-1,342
Budgetary Resources	0	0	21,878	0	0	25,000	0	0	14,810	0	0	-10,190

Obligations by Program Activity	2013 Actual			2014 Planned			2015 Request			Increase/Decrease		
	Reimb. Pos.	Reimb. FTE	Amount	Reimb. Pos.	Reimb. FTE	Amount	Reimb. Pos.	Reimb. FTE	Amount	Reimb. Pos.	Reimb. FTE	Amount
Department Leadership	4	4	897	5	5	897	6	6	897	1	1	0
Intergovernmental Relations & External Affairs	3	3	1,093	3	3	328	3	3	328	0	0	0
Executive Support & Professional Responsibility	51	51	9,036	46	46	10,923	3	3	733	-43	-43	-10,190
Justice Management Division	17	17	10,852	14	14	12,852	17	17	12,852	3	3	0
Budgetary Resources	75	75	21,878	68	68	25,000	29	29	14,810	-39	-39	-10,190

I. Detail of Permanent Positions by Category

Detail of Permanent Positions by Category

General Administration

Salaries and Expenses

(Dollars in Thousands)

Category	2013 Enacted with Rescissions & Sequestration		2014 Enacted		2015 Request				
	Direct Pos.	Reimb. Pos.	Direct Pos.	Reimb. Pos.	ATBs	Program Increases	Program Offsets	Total Direct Pos.	Total Reimb. Pos.
Miscellaneous Operations (010-099)	7	5	7	5	0	0	0	7	5
Security Specialists (080)	40	0	40	0	0	0	0	40	0
Intelligence Series (132)	0	0	0	0	0	0	0	0	0
Personnel Management (200-299)	29	1	29	1	2	0	0	31	1
Clerical and Office Services (300-399)	209	19	210	17	7	8	0	225	8
Accounting and Budget (500-599)	47	1	47	1	2	0	0	49	1
Attorneys (905)	137	24	143	19	53	5	0	201	3
Paralegals / Other Law (900-998)	12	16	12	16	2	0	0	14	2
Information & Arts (1000-1099)	12	4	12	4	0	0	0	12	4
Business & Industry (1100-1199)	26	0	26	0	0	0	0	26	0
Library (1400-1499)	34	4	34	4	0	0	0	34	4
Equipment/Facilities Services (1600-1699)	1	1	1	1	0	0	0	1	1
Miscellaneous Inspectors Series (1802)	0	0	0	0	0	0	0	0	0
Criminal Investigative Series (1811)	0	0	0	0	0	0	0	0	0
Supply Services (2000-2099)	2	0	2	0	0	0	0	2	0
Information Technology Mgmt (2210)	4	0	4	0	0	0	0	4	0
Motor Vehicle Operations (5703)	0	0	0	0	0	0	0	0	0
Total	560	75	567	68	66	13	0	646	29
Headquarters (Washington, D.C.)	558	75	565	68	66	13	0	644	29
U.S. Field	0	0	0	0	0	0	0	0	0
Foreign Field	2	0	2	0	0	0	0	2	0
Total	560	75	567	68	66	13	0	646	29

Financial Analysis of Program Changes

General Administration
Salaries and Expenses
(Dollars in Thousands)

Grades	Department Leadership		Intergovernmental Relations & External Affairs	
	Access to Justice		Office of Tribal Justice	
	Direct Pos.	Amount	Direct Pos.	Amount
SES	0	0	0	0
GS-15	0	0	3	468
GS-14	0	0	0	0
GS-13	2	286	0	0
GS-12	0	0	0	0
GS-11	0	0	0	0
GS-10	0	0	0	0
GS-9	0	0	0	0
GS-8	0	0	0	0
GS-7	0	0	0	0
GS-6	0	0	0	0
GS-5	0	0	0	0
Total Positions and Annual Amount	2	286	3	468
Lapse (-)	0	0	0	0
11.5 Other Personnel Compensation		0		0
Total FTEs and Personnel Compensation	2	286	3	468
13.0 Benefits for former personnel		0		0
21.0 Travel and Transportation of Persons		10		40
22.0 Transportation of Things		0		0
23.1 Rental Payments to GSA		0		0
23.3 Communications, Utilities, and Miscellaneous Charges		1		9
24.0 Printing and Reproduction		0		0
25.1 Advisory and Assistance Services		0		0
25.2 Other Services from Non-Federal Sources		0		0
25.3 Other Goods and Services from Federal Sources		0		6
25.5 Research and Development Contracts		0		0
25.7 Operation and Maintenance of Equipment		0		0
26.0 Supplies and Materials		3		5
31.0 Equipment		0		2
Total Program Change Requests	2	300	3	530

Grades	Executive Support & Professional Responsibility		Justice Management Division		Total Program Changes	
	Policy Analysis		Direct Pos.	Amount	Direct Pos.	Amount
	Direct Pos.	Amount				
SES	1	217	0	0	1	217
GS-15	0	0	0	0	3	468
GS-14	1	153	0	0	1	153
GS-13	6	858	0	0	8	1,144
GS-12	0	0	0	0	0	0
GS-11	0	0	0	0	0	0
GS-10	0	0	0	0	0	0
GS-9	0	0	0	0	0	0
GS-8	0	0	0	0	0	0
GS-7	0	0	0	0	0	0
GS-6	0	0	0	0	0	0
GS-5	0	0	0	0	0	0
Total Positions and Annual Amount	8	1,228	0	0	13	1,982
Lapse (-)	0	0	0	0	0	0
11.5 Other Personnel Compensation		0		0	0	0
Total FTEs and Personnel Compensation	8	1,228	0	0	13	1,982
13.0 Benefits for former personnel		0		0	0	0
21.0 Travel and Transportation of Persons		40		0	0	90
22.0 Transportation of Things		10		0	0	10
23.1 Rental Payments to GSA		0		0	0	0
23.3 Communications, Utilities, and Miscellaneous Charges		10		0	0	20
24.0 Printing and Reproduction		0		0	0	0
25.1 Advisory and Assistance Services		150		0	0	150
25.2 Other Services from Non-Federal Sources		150		0	0	150
25.3 Other Goods and Services from Federal Sources		0		0	0	6
25.5 Research and Development Contracts		0		0	0	0
25.7 Operation and Maintenance of Equipment		0		0	0	0
26.0 Supplies and Materials		60		0	0	68
31.0 Equipment		52		0	0	54
Total Program Change Requests	8	1,700	0	0	13	2,530

K. Summary of Requirements by Object Class

Summary of Requirements by Object Class

General Administration
Salaries and Expenses
(Dollars in Thousands)

Object Class	2013 Actual		2014 Availability		2015 Request		Increase/Decrease	
	Direct FTE	Amount	Direct FTE	Amount	Direct FTE	Amount	Direct FTE	Amount
11.1 Full-Time Permanent	473	52,321	480	55,605	546	66,295	66	10,690
11.3 Other than Full-Time Permanent	0	269	0	287	0	337	0	50
11.5 Other Personnel Compensation	0	624	0	667	0	717	0	50
<i>Overtime</i>	0	303	0	324	0	349	0	25
<i>Other Compensation</i>	0	321	0	343	0	368	0	25
11.8 Special Personal Services Payments	0	0	0	0	0	0	0	0
Total	473	53,214	480	56,559	546	67,349	66	10,790
Other Object Classes								
12.0 Personnel Benefits		15,204		18,345		19,979		1,634
13.0 Benefits for former personnel		0		0		0		0
21.0 Travel and Transportation of Persons		777		1,985		2,683		698
22.0 Transportation of Things		2,485		2,500		2,700		200
23.1 Rental Payments to GSA		17,646		18,555		20,094		1,539
23.2 Rental Payments to Others		0		0		0		0
23.3 Communications, Utilities, and Miscellaneous Charges		1,692		1,808		2,008		200
24.0 Printing and Reproduction		57		61		61		0
25.1 Advisory and Assistance Services		950		1,515		1,565		50
25.2 Other Services from Non-Federal Sources		6,234		4,161		4,261		100
25.3 Other Goods and Services from Federal Sources		2,227		4,600		4,700		100
25.4 Operation and Maintenance of Facilities		0		616		616		0
25.5 Research and Development Contracts		0		0		0		0
25.6 Medical Care		0		0		0		0
25.7 Operation and Maintenance of Equipment		0		0		0		0
25.8 Subsistence and Support of Persons		0		0		0		0
26.0 Supplies and Materials		1,982		2,118		2,218		100
31.0 Equipment		16		517		617		100
32.0 Land and Structures		0		0		0		0
41.0 Grants, Subsidies, and Contributions		0		0		0		0
42.0 Insurance Claims and Indemnities		0		0		0		0
Total Obligations		102,484		113,340		128,851		15,511
Subtract - Unobligated Balance, Start-of-Year		-472		-1,840		0		1,840
Subtract - Transfers/Reprogramming		-4,000		-1,500		0		1,500
Subtract - Recoveries/Refunds		-27		0		0		0
Add - Unobligated End-of-Year, Available		1,840		0		0		0
Add - Unobligated End-of-Year, Expiring		3,125		0		0		0
Total Direct Requirements	473	102,950	480	110,000	546	128,851	66	18,851
Reimbursable FTE								
Full-Time Permanent	75		68		29		-39	
23.1 Rental Payments to GSA (Reimbursable)		1,539		1,644		0		-1,644
25.3 Other Goods and Services from Federal Sources - DHS Security (Reimbursable)		0		0		0		0

L. Status of Congressionally Requested Studies, Reports, and Evaluations

General Administration

Salaries and Expenses

(Dollars in Thousands)

Status of Congressionally Requested Studies, Reports, and Evaluations

1. Title II of the House Appropriations Committee Report, page 37, directs the Attorney General to submit, no later than 180 days after the enactment, a report on the management of Justice Department aviation programs. The report shall include: a description of aviation program organizational and management structures; a list of all aircraft, by make, model and year, with a description of the remaining useful life of those assets; and a list of associated facilities and services. Target response date is July 17, 2014.

2. The Conference Statement accompanying the Consolidated Appropriations Act, 2014, page 54, requires all agencies and departments funded under the Act to submit to the Committees on Appropriations, at the end of the fiscal year, a report containing a complete inventory of the total number of vehicles owned, permanently retired, and purchased during fiscal year 2014 as well as the total cost of the vehicle fleet, including maintenance, fuel, storage, purchasing, and leasing. Target response date is September 30, 2014.