

D&CP – BUREAU OF LEGISLATIVE AFFAIRS

Resource Summary

(\$ in thousands)

| Appropriations | FY 2010 Actual | FY 2011 CR | FY 2012 Request |
|-----------------------|-----------------------|-----------------------|------------------------|
| American Positions | 77 | 77 | 77 |
| Funds | 10,802 | 10,802 | 10,843 |

Program Description

The Bureau of Legislative Affairs (H) coordinates legislative activity for the Department of State and advises the Secretary, the deputy secretaries, the under secretaries, and the assistant secretaries on legislative strategy. H facilitates effective communication between Department officials, members of Congress, and their staffs. H works closely with authorization, appropriations, and other oversight committees of the House and Senate, as well as with individual members that have an interest in Department or foreign policy issues. H manages Department testimony before House and Senate hearings, organizes member and staff briefings and facilitates congressional travel overseas for members and staff. H reviews proposed legislation and coordinates the Department's input to Statements of Administration Policy on legislation affecting the Department or the conduct of U.S. foreign policy. H staff advises individual bureaus on legislative outreach strategies and coordinates those strategies with the Secretary's priorities. The Assistant Secretary advises the Secretary of State on legislative matters, directs the Bureau of Legislative Affairs, and acts as the Department's principal liaison to the Congress.

The Secretary of State is the principal Congressional Relations Officer of the Department. H supports the Secretary by ensuring that the Administration's foreign policy priorities are reflected throughout the legislative process. H coordinates the annual testimony provided by the Secretary to congressional committees to explain Department priorities and budget requirements. The Bureau supports the Department's overall mission by seeking passage of relevant foreign policy legislation and appropriations, advice and consent to treaties, and confirmation of the President's departmental and ambassadorial nominees by the Senate. In FY 2012, the Bureau will continue to support U.S. foreign policy objectives by supporting the enactment of all authorizations and appropriations necessary for the conduct of foreign policy.

Justification of Request

The Department's FY 2012 request of \$10.843 million for H includes increases to maintain current services and support new operational requirements. An increase of \$41,000 over the FY 2010 level of activity includes \$37,000 for domestic inflation. The additional program changes of \$68,000 are largely offset by \$64,000 in efficiency savings in accordance with the Administration's efforts to reduce administrative costs. These savings will be realized through the reduction of expenses for travel, printing, and supplies.

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Operations for Senate Liaison Office: \$28,000

The Bureau opened its Senate Liaison Office (SLO) in December 2009. \$28,000 is requested to continue to support the operational needs of the SLO including utilities, overtime, and other associated costs.

Congressional Support: \$40,000

Realizing the benefits of their expertise, the legislative branch has increasingly requested that H's Legislative Management Officers accompany congressional delegations during site visits and provide other support as needed. This program change will allow the Bureau to fulfill more of these requests.

Resource Summary

| | Positions | | | | Funds (\$ in thousands) | | | |
|--------------------------------------|-----------|--------|----------|-----|-------------------------|-------------------|----------------------|----------------|
| | American | | | FSN | Pos Total | Bureau Managed | American Salaries | Funds Total |
| | CS | FS Dom | Overseas | | | | | |
| FY 2010 Actual | 63 | 14 | 0 | 0 | 77 | 2,895 | 7,907 | 10,802 |
| FY 2011 CR | 63 | 14 | 0 | 0 | 77 | 2,895 | 7,907 | 10,802 |
| FY 2012 Built-in Changes | | | | | | | | |
| Efficiency Savings | 0 | 0 | 0 | 0 | 0 | (64) | 0 | (64) |
| Domestic Price Inflation | 0 | 0 | 0 | 0 | 0 | 37 | 0 | 37 |
| Total Built-in Changes | 0 | 0 | 0 | 0 | 0 | (27) | 0 | (27) |
| FY 2012 Current Services | 63 | 14 | 0 | 0 | 77 | 2,868 | 7,907 | 10,775 |
| FY 2012 Program Changes | | | | | | | | |
| Congressional Support | 0 | 0 | 0 | 0 | 0 | 40 | 0 | 40 |
| Operations for Senate Liaison Office | 0 | 0 | 0 | 0 | 0 | 28 | 0 | 28 |
| Total Program Changes | 0 | 0 | 0 | 0 | 0 | 68 | 0 | 68 |
| FY 2012 Request | 63 | 14 | 0 | 0 | 77 | 2,936 | 7,907 | 10,843 |

Staff by Program Activity (positions)

| Bureau of Legislative Affairs | FY 2010 Actual | FY 2011 CR | FY 2012 Request |
|-------------------------------|-------------------|---------------|--------------------|
| Policy Formulation | 77 | 77 | 77 |
| Department Direction | 15 | 15 | 15 |
| Legislative Affairs | 62 | 62 | 62 |
| Total | 77 | 77 | 77 |

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Funds by Program Activity

(\$ in thousands)

| Bureau of Legislative Affairs | FY 2010 Actual | FY 2011 CR | FY 2012 Request |
|-------------------------------|-------------------|---------------|--------------------|
| Policy Formulation | 10,802 | 10,802 | 10,843 |
| Department Direction | 1,778 | 1,836 | 1,784 |
| Legislative Affairs | 9,024 | 8,966 | 9,059 |
| Total | 10,802 | 10,802 | 10,843 |

Program Activities

| Bureau of Legislative Affairs | Positions | | | Funds (\$ in thousands) | | | |
|-------------------------------|-----------|----------|----------|-------------------------|-------------------|----------------------|----------------|
| | American | | | Pos Total | Bureau Managed | American Salaries | Funds Total |
| | Domestic | Overseas | FSN | | | | |
| Policy Formulation | 77 | 0 | 0 | 77 | 2,936 | 7,907 | 10,843 |
| Department Direction | 15 | 0 | 0 | 15 | 440 | 1,344 | 1,784 |
| Legislative Affairs | 62 | 0 | 0 | 62 | 2,496 | 6,563 | 9,059 |
| Total | 77 | 0 | 0 | 77 | 2,936 | 7,907 | 10,843 |

Staff by Domestic Organization Unit

(positions)

| Bureau of Legislative Affairs | FY 2010 Actual | FY 2011 CR | FY 2012 Request |
|--|-------------------|---------------|--------------------|
| Assistant Secretary | 5 | 5 | 5 |
| Deputy Assistant Secretary for House Affairs | 6 | 6 | 6 |
| Deputy Assistant Secretary for Senate Affairs | 7 | 7 | 7 |
| Deputy Assistant for Regional, Global and Functional Affairs | 26 | 26 | 26 |
| Principal Deputy Assistant Secretary | 33 | 33 | 33 |
| Total | 77 | 77 | 77 |

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Funds by Domestic Organization Unit

(\$ in thousands)

| Bureau of Legislative Affairs | FY 2010 Actual | FY 2011 CR | FY 2012 Request |
|--|-------------------|---------------|--------------------|
| Assistant Secretary | 756 | 756 | 758 |
| Deputy Assistant Secretary for House Affairs | 864 | 864 | 867 |
| Deputy Assistant Secretary for Senate Affairs | 1,080 | 1,080 | 1,085 |
| Deputy Assistant for Regional, Global and Functional Affairs | 3,997 | 3,997 | 4,012 |
| Principal Deputy Assistant Secretary | 4,105 | 4,105 | 4,121 |
| Total | 10,802 | 10,802 | 10,843 |

Funds by Object Class

(\$ in thousands)

| Bureau of Legislative Affairs | FY 2010 Actual | FY 2011 CR | FY 2012 Request |
|--------------------------------|-------------------|---------------|--------------------|
| 1100 Personnel Compensation | 6,349 | 6,349 | 6,352 |
| 1200 Personnel Benefits | 1,848 | 1,848 | 1,848 |
| 2100 Travel & Trans of Persons | 289 | 289 | 294 |
| 2300 Rents, Comm & Utilities | 203 | 203 | 206 |
| 2400 Printing & Reproduction | 58 | 58 | 59 |
| 2500 Other Services | 1,447 | 1,447 | 1,468 |
| 2600 Supplies and Materials | 434 | 434 | 440 |
| 3100 Personal Property | 174 | 174 | 176 |
| Total | 10,802 | 10,802 | 10,843 |