

D&CP – BUREAU OF HUMAN RESOURCES-SPECIAL COMPLEMENT

Resource Summary

(\$ in thousands)

Appropriations	FY 2008 Actual	FY 2009 Estimate	FY 2010 Request	Increase / Decrease
Positions	304	304	304	0
Funds	79,832	86,011	87,735	1,724

Mission

The Bureau of Human Resources administers a special complement of positions as part of its overall management of human resources. This special complement is for initial orientation and training of new recruits and for career development assignments for both Civil Service and Foreign Service personnel. Employees spend a limited amount of time in these positions either before assignment or in special assignments and then return to regular positions within the Department.

The special complement includes the following types of positions:

Faculty Advisors – Positions at various military facilities which have quotas for enrollment of Department of State personnel. These advisors typically teach courses, provide guidance and counseling for Department students, serve as the Department's liaisons with the institutions, and serve as senior advisors to the commandants/presidents of the institutions.

Pre-Assignment General Schedule (GS) Training – Positions that are established for newly hired Civil Service employees awaiting clearance and permanent assignment.

Career Mobility Program – Positions to which employees are assigned for professional development.

Assignment to Non-governmental Organizations – Positions used to assign or detail employees to non-governmental organizations such as the Carnegie Foundation and the Council on Foreign Relations, as well as the Diplomats-in-Residence program.

Entry-Level Officer FSI Training – Positions that are used for intake of entry level officers and specialists while in initial domestic orientation training. Entry level officers typically spend three to four months in orientation and basic training prior to being assigned to an overseas position.

Non-reimbursable Details – Positions used to detail employees to other executive departments on a non-reimbursable basis.

Presidential Management Fellow Program – Positions for the government-wide program to recruit graduate students upon completion of their degree for an initial two-year appointment.

Special Domestic Assignment Program (SDAP) – Positions established to allow the assignment or detail of employees to the Congress and state/local government agencies.

Una Chapman Cox Sabbatical Leave Program – Allows a twelve-month sabbatical for Foreign Service employees with exceptional performance and potential to pursue a project mutually beneficial to the employee and the Department. The Una Chapman Cox Foundation funds all other expenses of the project. The Department continues to pay the employee's salary and benefits.

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FY 2010 Request Resource Summary

	Positions			Funds (\$ in thousands)			
	American		FSN	Pos Total	Bureau Managed	American Salaries	Funds Total
	Domestic	Overseas					
FY 2008 Actual	304	0	0	304	575	79,257	79,832
FY 2009 Estimate	304	0	0	304	1,579	84,432	86,011
FY 2010 Built-in Changes							
Annualization of FY 2009 American COLA	0	0	0	0	9	417	426
FY 2010 American Cost of Living Adjustment	0	0	0	0	26	1,272	1,298
Total Built-in Changes	0	0	0	0	35	1,689	1,724
FY 2010 Current Services	304	0	0	304	1,614	86,121	87,735
FY 2010 Request	304	0	0	304	1,614	86,121	87,735

Staff by Program Activity (positions)

Bureau of Human Resources-Special Complement	FY 2008 Actual	FY 2009 Estimate	FY 2010 Request	Increase / Decrease
Domestic Administrative Support	304	304	304	0
Specialized Employee Assignments	304	304	304	0
Total	304	304	304	0

D&CP – BUREAU OF HUMAN RESOURCES-SPECIAL COMPLEMENT

Funds by Program Activity

(\$ in thousands)

Bureau of Human Resources-Special Complement	FY 2008 Actual	FY 2009 Estimate	FY 2010 Request	Increase / Decrease
Domestic Administrative Support	79,832	86,011	87,735	1,724
Specialized Employee Assignments	79,257	86,011	87,735	1,724
Total	79,832	86,011	87,735	1,724

FY 2010 Request Program Activities

Department Of State	Positions				Funds (\$ in thousands)		
	American		FSN	Pos Total	Bureau Managed	American Salaries	Funds Total
	Domestic	Overseas					
Domestic Administrative Support	304	0	0	304	1,614	86,121	87,735
Specialized Employee Assignments	304	0	0	304	1,614	86,121	87,735
Total	304	0	0	304	1,614	86,121	87,735

Staff by Domestic Organization Unit

(positions)

Bureau of Human Resources-Special Complement	FY 2008 Actual	FY 2009 Estimate	FY 2010 Request	Increase / Decrease
Career Mobility Program	8	8	8	0
Faculty Advisors	6	6	6	0
Junior Officer Training	91	91	91	0
Mid-Level Complement	5	5	5	0
Non-Governmental Organizations	9	9	9	0
Non-Reimbursable Details	14	14	14	0
Other Human Resources-Special Complement	3	3	3	0
Pre-Assignment GS Training (PAC)	66	66	66	0
Presidential Management Fellows	35	35	35	0
Special Domestic Assignment Program (SDAP)	19	19	19	0
UNA CHAPMAN COX Sabbatical Leave Program	1	1	1	0
Worker Trainee	47	47	47	0
Total	304	304	304	0

D&CP – BUREAU OF HUMAN RESOURCES-SPECIAL COMPLEMENT

Funds by Domestic Organization Unit

(\$ in thousands)

Bureau of Human Resources-Special Complement	FY 2008 Actual	FY 2009 Estimate	FY 2010 Request	Increase / Decrease
Career Mobility Program	1,011	1,011	1,011	0
Faculty Advisors	960	960	960	0
Junior Officer Training	41,541	41,541	41,651	110
Mid-Level Complement	780	780	780	0
Non-Governmental Organizations	1,542	1,542	1,542	0
Non-Reimbursable Details	2,311	2,311	2,311	0
Other Human Resources-Special Complement	4,584	10,763	12,377	1,614
Pre-Assignment GS Training (PAC)	10,460	10,460	10,460	0
Presidential Management Fellows	5,791	5,791	5,791	0
Special Domestic Assignment Program (SDAP)	3,417	3,417	3,417	0
UNA CHAPMAN COX Sabbatical Leave Program	171	171	171	0
Worker Trainee	7,264	7,264	7,264	0
Total	79,832	86,011	87,735	1,724

Funds by Object Class

(\$ in thousands)

Bureau of Human Resources-Special Complement	FY 2008 Actual	FY 2009 Estimate	FY 2010 Request	Increase / Decrease
1100 Personnel Compensation	55,883	62,873	57,028	(5,845)
1200 Personnel Benefits	23,949	23,138	30,707	7,569
Total	79,832	86,011	87,735	1,724