

D&CP – BUREAU OF LEGISLATIVE AFFAIRS

Resource Summary

(\$ in thousands)

Appropriations	FY 2009 Actual	FY 2010 Enacted	FY 2011 Request	Increase / Decrease
Positions	71	71	74	3
Funds	12,868	12,868	13,177	309

Program Description

The Bureau of Legislative Affairs (H) coordinates legislative activity for the Department of State and advises the Secretary, the Deputy Secretary, as well as the Undersecretaries and Assistant Secretaries on legislative strategy. H facilitates effective communication between State Department officials and Members of Congress and their staff. 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 State Department or foreign policy issues. H manages Department testimonies 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 conduct of U.S. foreign policy. H staff advises individual bureaus of the Department 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 with 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 with jurisdiction over State programs to explain Department priorities and budget requirements. The Bureau works toward its overall mission by seeking passage of relevant foreign policy legislation and appropriations, obtaining advice and consent to treaties, as well as confirmation of the President's Departmental and Ambassadorial nominees by the Senate. In FY 2011, the Bureau will continue to support US 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 2011 request of \$13.2 million for the Bureau of Legislative Affairs includes increases to maintain current services and support several key initiatives. An increase of \$124,000 for statutory pay raises and domestic inflation maintains the FY 2010 level of activity.

Staffing Increases: \$185,000 including 3 Positions

The Bureau of Legislative Affairs opened its Senate Liaison Office in December 2009. An increase of \$185,000 and 3 positions is requested to staff the Office and achieve Bureau objectives (no funding in FY 2010 enacted level). The staff will serve as intermediaries between H and the Congress, providing a permanent Bureau presence on the Hill to further the Administration's legislative objectives related to U.S foreign policy.

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Resource Summary

	Positions			Funds (\$ in thousands)			
	American		FSN	Pos Total	Bureau Managed	American Salaries	Funds Total
	Domestic	Overseas					
FY 2009 Actual	71	0	0	71	2,860	10,008	12,868
FY 2010 Estimate	71	0	0	71	2,860	10,008	12,868
FY 2011 Built-in Changes							
Annualization of FY 2010 COLA	0	0	0	0	1	45	46
Domestic Inflation	0	0	0	0	17	0	17
FY 2011 American COLA	0	0	0	0	6	55	61
Total Built-in Changes	0	0	0	0	24	100	124
FY 2011 Current Services	71	0	0	71	2,884	10,108	12,992
FY 2011 Program Changes							
Two FTEs for Senate Liaison Office	2	0	0	2	12	90	102
One FTE purchase for LMO Rover	1	0	0	1	6	77	83
Total Program Changes	3	0	0	3	18	167	185
FY 2011 Request	74	0	0	74	2,902	10,275	13,177

Staff by Program Activity (positions)

Bureau of Legislative Affairs	FY 2009 Actual	FY 2010 Enacted	FY 2011 Request	Increase / Decrease
Policy Formulation	71	71	74	3
Department Direction	12	12	12	0
Legislative Affairs	59	59	62	3
Total	71	71	74	3

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Funds by Program Activity (\\$ in thousands)

Bureau of Legislative Affairs	FY 2009 Actual	FY 2010 Enacted	FY 2011 Request	Increase / Decrease
Information Resource Management	378	378	378	0
Infrastructure Systems	378	378	378	0
Policy Formulation	12,490	12,490	12,799	309
Department Direction	2,173	2,110	2,048	(62)
Legislative Affairs	10,317	10,380	10,751	371
Total	12,868	12,868	13,177	309

Program Activities

Bureau of Legislative Affairs (H)	Positions			Funds (\$ in thousands)			
	American		FSN	Pos Total	Bureau Managed	American Salaries	Funds Total
	Domestic	Overseas					
Information Resource Management	0	0	0	0	378	0	378
Infrastructure Systems	0	0	0	0	378	0	378
Policy Formulation	74	0	0	74	2,524	10,275	12,799
Department Direction	12	0	0	12	404	1,644	2,048
Legislative Affairs	62	0	0	62	2,120	8,631	10,751
Total	74	0	0	74	2,902	10,275	13,177

Staff by Domestic Organization Unit (positions)

Bureau of Legislative Affairs	FY 2009 Actual	FY 2010 Enacted	FY 2011 Request	Increase / Decrease
Assistant Secretary	5	5	5	0
Deputy Assistant Secretary for House Affairs	6	6	6	0
Deputy Assistant Secretary for Senate Affairs	7	7	7	0
Deputy Assistant for Regional, Global and Functional Affairs	26	26	27	1
Principal Deputy Assistant Secretary	27	27	29	2
Total	71	71	74	3

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Funds by Domestic Organization Unit

(\$ in thousands)

Bureau of Legislative Affairs	FY 2009 Actual	FY 2010 Enacted	FY 2011 Request	Increase / Decrease
Assistant Secretary	904	1,170	922	(248)
Deputy Assistant Secretary for House Affairs	1,075	1,052	1,054	2
Deputy Assistant Secretary for Senate Affairs	1,273	1,245	1,186	(59)
Deputy Assistant for Regional, Global and Functional Affairs	4,723	4,617	4,876	259
Principal Deputy Assistant Secretary	4,893	4,784	5,139	355
Total	12,868	12,868	13,177	309

Funds by Object Class

(\$ in thousands)

Bureau of Legislative Affairs	FY 2009 Actual	FY 2010 Enacted	FY 2011 Request	Increase / Decrease
1100 Personnel Compensation	8,026	7,966	8,176	210
1200 Personnel Benefits	2,315	2,316	2,378	62
2100 Travel & Trans of Persons	273	279	283	4
2300 Rents, Comm & Utilities	198	204	206	2
2400 Printing & Reproduction	81	82	84	2
2500 Other Services	1,389	1,423	1,444	21
2600 Supplies and Materials	418	428	434	6
3100 Personal Property	168	170	172	2
Total	12,868	12,868	13,177	309