

Department of Homeland Security
Office of the Secretary and Executive Management
Budget Overview



Fiscal Year 2020
Congressional Justification

Table of Contents

<i>Office of the Secretary and Executive Management</i>	1
Appropriation Organization Structure	3
Strategic Context	4
Budget Comparison and Adjustments	7
Personnel Compensation and Benefits	15
Non Pay Budget Exhibits	16
Supplemental Budget Justification Exhibits	17

Office of the Secretary and Executive Management

Appropriation Organization Structure

Organization Name	Level	Fund Type (* Includes Defense Funding)
Office of the Secretary and Executive Management	Component	
Operations and Support	Appropriation	
Office of the Secretary	PPA	Discretionary - Appropriation
Office of Strategy, Policy, and Plans	PPA	Discretionary - Appropriation
Office of Public Affairs	PPA	Discretionary - Appropriation
Office of Legislative Affairs	PPA	Discretionary - Appropriation
Office of Partnership and Engagement	PPA	Discretionary - Appropriation
Office of General Counsel	PPA	Discretionary - Appropriation
Office for Civil Rights and Civil Liberties	PPA	Discretionary - Appropriation
Office of the Citizenship and Immigration Services Ombudsman	PPA	Discretionary - Appropriation
Privacy Office	PPA	Discretionary - Appropriation
Operations and Engagement	PPA	Discretionary - Appropriation
Management and Oversight	PPA	Discretionary - Appropriation

**Office of the Secretary and Executive Management
Strategic Context**

Component Overview

The strategic context presents the performance budget by tying together strategy, budget resource requests, programs, or PPAs, and performance measures that gauge the delivery of results to our stakeholders. The Common Appropriation Structure (CAS) allows DHS to integrate the strategic programmatic view with our budget view of resources. With this structure, a significant portion of the Level 1 PPAs represent what DHS refers to as our mission programs. Mission support programs are also an important subset of our Level 1 PPAs that provide products and/or services to mission programs. Mission support capabilities include research and development, intelligence, training, and information sharing. Mission support programs may be cross-cutting and support multiple mission programs. Mission support also includes enterprise leadership, management and/or business administration services and describes the capabilities and activities that support the day-to-day management and back office functions enabling the Department to operate efficiently and effectively. Performance measures associated with our programs are presented in two measure sets, strategic and management measures. Strategic measures communicate results delivered for our agency goals by programs and are considered our Government Performance and Results Act Modernization Act of 2010 (GPRAMA) measures. Additional management measures are displayed to provide a more thorough context of expected program performance for the Component related to its budgetary plans. The Office of the Secretary and Executive Management’s mission support program’s publically reported measures are presented below. Measure tables that do not display previous year’s results are because the measure did not exist at that time.

Citizenship and Immigration Services Ombudsman: The Citizenship and Immigration Services Ombudsman (CISOMB) assists individuals and employers in resolving problems connected with cases pending before USCIS. In addition, as required by statute, CISOMB identifies common problems experienced by individuals and employers when seeking USCIS services, and proposes changes to mitigate such problems and improve the delivery of immigration services. In accomplishing each of these missions, CISOMB works impartially, soliciting information and feedback from USCIS, other government agencies, immigration benefits applicants, and the immigration stakeholder community.

Management Measures

Measure: Number of outreach activities conducted by the Ombudsman to obtain feedback on the delivery of citizenship and immigration services						
Description: This measure reports the number of outreach activities conducted by the Citizenship and Immigration Ombudsman (CISOMB) to capture feedback on the delivery of citizenship and immigration services by U.S. Citizenship and Immigration Services (USCIS). CISOMB regularly conducts outreach events to identify areas in which individuals and employers encounter problems dealing with USCIS to propose changes in its administrative practices and mitigate identified problems.						
Fiscal Year:	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
Target:	85	90	95	100	105	110
Result:	100	103	69	79	TBD	TBD

Measure: Number of policy proposals for administrative actions by the Office of the CIS Ombudsman to improve the delivery of immigration services						
Description: This measure depicts the number of written policy recommendations produced by the Office of the CIS Ombudsman that are presented to USCIS to further stated policy priorities. Each recommendation is provided to USCIS for specific action to further the improvement of the delivery of immigration benefits.						
Fiscal Year:	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
Target:	---	---	---	5	7	10
Result:	---	---	---	3	TBD	TBD

Measure: Percent of case-related inquiries submitted to the Ombudsman regarding the delivery of citizenship and immigration services where action has been taken to resolve within 45 days of receipt						
Description: This measure reports the percent of requests for case assistance submitted to Citizenship and Immigration Services Ombudsman (CISOMB) regarding the delivery of citizenship and immigration services by U.S. Citizenship and Immigration Services (USCIS) where action has been taken by CISOMB to resolve the issue within 45 days of receipt. CISOMB takes action on requests for case assistance by inquiring with the responsible USCIS office to ensure the customer’s concern is addressed. CISOMB’s mission is to assist individuals and employers when they encounter difficulty with USCIS.						
Fiscal Year:	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
Target:	---	---	75%	76%	77%	78%
Result:	---	---	61%	63%	TBD	TBD

Office for Civil Rights and Civil Liberties: The Office for Civil Rights and Civil Liberties (CRCL) supports the Department as it secures the Nation while preserving individual liberty, fairness, and equality under the law. CRCL is involved in all of the Department’s missions and performs four key functions to integrate civil rights and civil liberties into departmental activities: 1) advising Department leadership, personnel, and partners about civil rights and civil liberties issues; ensuring respect for civil rights and civil liberties in policy decisions and in the implementation of those decisions; 2) communicating with individuals and communities whose civil rights and civil liberties may be affected by DHS activities; 3) investigating and resolving civil rights and civil liberties complaints filed by the public; and 4) leading the Department’s equal employment opportunity programs and promoting personnel diversity and merit system principles.

Management Measures

Measure: Percent of Equal Employment Opportunity complaints timely adjudicated						
Description: This measure indicates the share of all Final Actions issued by the Office for Civil Rights and Civil Liberties (CRCL) to dispose Equal Employment Opportunity complaints, issued by CRCL within timeframes specified in Federal regulations; see 29 CFR §1614.110.						
Fiscal Year:	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
Target:	45%	50%	40%	45%	45%	47%
Result:	41%	35%	26%	37%	TBD	TBD

Measure: Percent of investigations of alleged civil rights and civil liberties violations opened and closed within one year						
Description:						
Fiscal Year:	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
Target:	---	---	---	---	60	65
Result:	---	---	---	---	TBD	TBD

**Office of the Secretary and Executive Management
Budget Comparison and Adjustments**

Budget Comparison with FY 2019 Annualized CR

Organization <i>(Dollars in Thousands)</i>	FY 2018 Enacted	FY 2019 Annualized CR	FY 2019 President's Budget	FY 2020 President's Budget
Operations and Support	\$139,602	\$139,602	\$128,860	\$141,310
Office of the Secretary	\$18,846	\$18,846	\$17,874	-
Office of Strategy, Policy, and Plans	\$40,524	\$40,524	\$34,683	\$35,680
Office of Public Affairs	\$5,123	\$5,123	\$5,085	-
Office of Legislative Affairs	\$5,000	\$5,000	\$4,992	-
Office of Partnership and Engagement	\$13,373	\$13,373	\$12,656	-
Office of General Counsel	\$18,501	\$18,501	\$19,463	-
Office for Civil Rights and Civil Liberties	\$23,571	\$23,571	\$20,825	-
Office of the Citizenship and Immigration Services Ombudsman	\$6,200	\$6,200	\$5,879	-
Privacy Office	\$8,464	\$8,464	\$7,403	-
Operations and Engagement	-	-	-	\$46,151
Management and Oversight	-	-	-	\$59,479
Total	\$139,602	\$139,602	\$128,860	\$141,310

**Office of the Secretary and Executive Management
Comparison of Budget Authority and Request**

Organization <i>(Dollars in Thousands)</i>	FY 2018 Enacted			FY 2019 President's Budget			FY 2020 President's Budget			FY 2019 to FY 2020 Total Changes		
	Pos.	FTE	Amount	Pos.	FTE	Amount	Pos.	FTE	Amount	Pos.	FTE	Amount
Operations and Support	609	567	\$139,602	615	566	\$128,860	643	590	\$141,310	28	24	\$12,450
Total	609	567	\$139,602	615	566	\$128,860	643	590	\$141,310	28	24	\$12,450
Subtotal Discretionary - Appropriation	609	567	\$139,602	615	566	\$128,860	643	590	\$141,310	28	24	\$12,450

Component Budget Overview

For FY 2020 the Office of the Secretary and Executive Management (OSEM) requests \$141.3M in total gross budget authority. This represents an increase of \$12.5M over the FY 2019 President’s Budget.

**Office of the Secretary and Executive Management
Budget Authority and Obligations**

Budget Authority <i>(Dollars in Thousands)</i>	FY 2018	FY 2019	FY 2020
Enacted/Request	\$139,602	\$128,860	\$141,310
Carryover and/or Recoveries (Actual/Estimates/Projections)	-	-	-
Rescissions to Current Year/Budget Year	-	-	-
Net Sequestered Resources	-	-	-
Reprogrammings/Transfers	-	-	-
Supplementals	-	-	-
Total Budget Authority	\$139,602	\$128,860	\$141,310
Collections – Reimbursable Resources	\$36,230	\$25,336	\$20,786
Total Budget Resources	\$175,832	\$154,196	\$162,096
Obligations (Actual/Estimates/Projections)	\$146,090	\$144,051	\$139,561
Personnel: Positions and FTE			
Enacted/Request Positions	609	615	643
Enacted/Request FTE	567	566	590
Onboard and Actual FTE; Includes Collections - Reimbursable Resources			
Onboard (Actual/Estimates/Projections)	682	714	748
FTE (Actual/Estimates/Projections)	640	665	695

**Office of the Secretary and Executive Management
Collections - Reimbursable Resources**

Collections <i>(Dollars in Thousands)</i>		FY 2018 Enacted			FY 2019 President's Budget			FY 2020 President's Budget			FY 2019 to FY 2020 Change		
		Pos.	FTE	Amount	Pos.	FTE	Amount	Pos.	FTE	Amount	Pos.	FTE	Amount
Department of Defense - Department of Defense	Source	-	-	-	1	1	\$224	1	1	\$232	-	-	\$8
Operations and Support	Location	-	-	-	1	1	\$224	1	1	\$232	-	-	\$8
Office of the Secretary	Location	-	-	-	1	1	\$224	-	-	-	(1)	(1)	(\$224)
Management and Oversight	Location	-	-	-	-	-	-	1	1	\$232	1	1	\$232
Department of Health and Human Services - Centers for Medicare and Medicaid	Source	-	-	\$66	-	-	-	-	-	-	-	-	-
Operations and Support	Location	-	-	\$66	-	-	-	-	-	-	-	-	-
Office of Strategy, Policy, and Plans	Location	-	-	\$66	-	-	-	-	-	-	-	-	-
Department of Homeland Security - Department of Homeland Security	Source	-	-	\$3,068	1	1	\$1,524	1	1	\$924	-	-	(\$600)
Operations and Support	Location	-	-	\$3,068	1	1	\$1,524	1	1	\$924	-	-	(\$600)
Office of Strategy, Policy, and Plans	Location	-	-	-	1	1	\$224	1	1	\$224	-	-	-
Office of Partnership and Engagement	Location	-	-	\$1,500	-	-	\$600	-	-	-	-	-	(\$600)
Privacy Office	Location	-	-	\$68	-	-	\$100	-	-	-	-	-	(\$100)
Operations and Engagement	Location	-	-	\$1,500	-	-	\$600	-	-	\$600	-	-	-
Management and Oversight	Location	-	-	-	-	-	-	-	-	\$100	-	-	\$100
Independent Agency - Central Intelligence Agency	Source	-	-	\$199	1	1	\$189	1	1	\$204	-	-	\$15
Operations and Support	Location	-	-	\$199	1	1	\$189	1	1	\$204	-	-	\$15
Office of the Secretary	Location	-	-	\$193	1	1	\$189	-	-	-	(1)	(1)	(\$189)
Office of Strategy, Policy, and Plans	Location	-	-	\$6	-	-	-	-	-	-	-	-	-
Management and Oversight	Location	-	-	-	-	-	-	1	1	\$204	1	1	\$204
Department of Homeland Security - Federal Emergency Management Agency	Source	1	1	\$9,866	1	1	\$175	1	1	\$176	-	-	\$1
Operations and Support	Location	1	1	\$9,866	1	1	\$175	1	1	\$176	-	-	\$1
Office of the Secretary	Location	-	-	\$1,164	-	-	-	-	-	-	-	-	-
Office of Strategy, Policy, and Plans	Location	-	-	\$2,817	-	-	-	-	-	-	-	-	-

Department of Homeland Security

Office of the Secretary and Executive Management

Collections <i>(Dollars in Thousands)</i>		FY 2018 Enacted			FY 2019 President's Budget			FY 2020 President's Budget			FY 2019 to FY 2020 Change		
		Pos.	FTE	Amount	Pos.	FTE	Amount	Pos.	FTE	Amount	Pos.	FTE	Amount
Office of Public Affairs	Location	-	-	\$14	-	-	-	-	-	-	-	-	-
Office of Legislative Affairs	Location	-	-	\$764	-	-	-	-	-	-	-	-	-
Office of General Counsel	Location	1	1	\$770	1	1	\$71	-	-	-	(1)	(1)	(\$71)
Office of the Citizenship and Immigration Services Ombudsman	Location	-	-	\$1,123	-	-	-	-	-	-	-	-	-
Privacy Office	Location	-	-	\$2,091	-	-	\$104	-	-	-	-	-	(\$104)
Operations and Engagement	Location	-	-	\$1,123	-	-	-	-	-	-	-	-	-
Management and Oversight	Location	-	-	-	-	-	-	1	1	\$176	1	1	\$176
Department of Homeland Security - Federal Law Enforcement Training Center	Source	-	-	\$9	1	1	\$3	-	-	\$3	(1)	(1)	-
Operations and Support	Location	-	-	\$9	1	1	\$3	-	-	\$3	(1)	(1)	-
Office of General Counsel	Location	-	-	\$3	1	1	\$3	-	-	-	(1)	(1)	(\$3)
Privacy Office	Location	-	-	\$6	-	-	-	-	-	-	-	-	-
Management and Oversight	Location	-	-	-	-	-	-	-	-	\$3	-	-	\$3
Department of Homeland Security - Transportation Security Administration	Source	1	1	\$422	1	1	\$187	1	1	\$188	-	-	\$1
Operations and Support	Location	1	1	\$422	1	1	\$187	1	1	\$188	-	-	\$1
Office of General Counsel	Location	1	1	\$97	1	1	\$98	-	-	-	(1)	(1)	(\$98)
Privacy Office	Location	-	-	\$325	-	-	\$89	-	-	-	-	-	(\$89)
Management and Oversight	Location	-	-	-	-	-	-	1	1	\$188	1	1	\$188
Department of Homeland Security - U.S. Immigration and Customs Enforcement	Source	1	1	\$926	1	1	\$677	1	1	\$556	-	-	(\$121)
Operations and Support	Location	1	1	\$926	1	1	\$677	1	1	\$556	-	-	(\$121)
Office of the Secretary	Location	-	-	\$1	-	-	-	-	-	-	-	-	-
Office of Partnership and Engagement	Location	-	-	\$125	-	-	\$125	-	-	-	-	-	(\$125)
Office of General Counsel	Location	1	1	\$252	1	1	\$255	-	-	-	(1)	(1)	(\$255)
Privacy Office	Location	-	-	\$423	-	-	\$172	-	-	-	-	-	(\$172)
Operations and Engagement	Location	-	-	\$125	-	-	\$125	-	-	\$125	-	-	-
Management and Oversight	Location	-	-	-	-	-	-	1	1	\$431	1	1	\$431
Department of Homeland Security - Citizenship and Immigration Services	Source	3	3	\$435	4	4	\$586	4	4	\$592	-	-	\$6

Department of Homeland Security

Office of the Secretary and Executive Management

Collections <i>(Dollars in Thousands)</i>		FY 2018 Enacted			FY 2019 President's Budget			FY 2020 President's Budget			FY 2019 to FY 2020 Change		
		Pos.	FTE	Amount	Pos.	FTE	Amount	Pos.	FTE	Amount	Pos.	FTE	Amount
Operations and Support	Location	3	3	\$435	4	4	\$586	4	4	\$592	-	-	\$6
Office of Legislative Affairs	Location	-	-	-	1	1	\$204	-	-	-	(1)	(1)	(\$204)
Office of General Counsel	Location	3	3	\$374	3	3	\$378	-	-	-	(3)	(3)	(\$378)
Privacy Office	Location	-	-	\$61	-	-	\$4	-	-	-	-	-	(\$4)
Management and Oversight	Location	-	-	-	-	-	-	4	4	\$592	4	4	\$592
Department of Homeland Security - Science and Technology	Source	12	12	\$1,992	12	12	\$1,977	13	13	\$2,008	1	1	\$31
Operations and Support	Location	12	12	\$1,992	12	12	\$1,977	13	13	\$2,008	1	1	\$31
Office of General Counsel	Location	12	12	\$1,954	12	12	\$1,973	-	-	-	(12)	(12)	(\$1,973)
Privacy Office	Location	-	-	\$38	-	-	\$4	-	-	-	-	-	(\$4)
Management and Oversight	Location	-	-	-	-	-	-	13	13	\$2,008	13	13	\$2,008
Department of Homeland Security - United States Secret Service	Source	1	1	\$74	1	1	\$75	1	1	\$76	-	-	\$1
Operations and Support	Location	1	1	\$74	1	1	\$75	1	1	\$76	-	-	\$1
Office of General Counsel	Location	1	1	\$74	1	1	\$75	-	-	-	(1)	(1)	(\$75)
Management and Oversight	Location	-	-	-	-	-	-	1	1	\$76	1	1	\$76
Department of Homeland Security - Office of the Inspector General	Source	-	-	\$2	-	-	\$55	-	-	\$55	-	-	-
Operations and Support	Location	-	-	\$2	-	-	\$55	-	-	\$55	-	-	-
Privacy Office	Location	-	-	\$2	-	-	\$55	-	-	-	-	-	(\$55)
Management and Oversight	Location	-	-	-	-	-	-	-	-	\$55	-	-	\$55
Department of Homeland Security - Countering Weapons of Mass Destruction	Source	-	-	-	5	5	\$910	5	5	\$902	-	-	(\$8)
Operations and Support	Location	-	-	-	5	5	\$910	5	5	\$902	-	-	(\$8)
Office of General Counsel	Location	-	-	-	5	5	\$910	-	-	-	(5)	(5)	(\$910)
Management and Oversight	Location	-	-	-	-	-	-	5	5	\$902	5	5	\$902
Department of Homeland Security - US Customs and Border Protection	Source	-	-	-	-	-	-	2	2	\$149	2	2	\$149
Operations and Support	Location	-	-	-	-	-	-	2	2	\$149	2	2	\$149
Management and Oversight	Location	-	-	-	-	-	-	2	2	\$149	2	2	\$149
Department of Homeland Security - United States Coast Guard	Source	1	1	\$130	1	1	\$76	1	1	\$77	-	-	\$1

Department of Homeland Security

Office of the Secretary and Executive Management

Collections <i>(Dollars in Thousands)</i>		FY 2018 Enacted			FY 2019 President's Budget			FY 2020 President's Budget			FY 2019 to FY 2020 Change		
		Pos.	FTE	Amount	Pos.	FTE	Amount	Pos.	FTE	Amount	Pos.	FTE	Amount
Operations and Support	Location	1	1	\$130	1	1	\$76	1	1	\$77	-	-	\$1
Office of the Secretary	Location	-	-	\$1	-	-	-	-	-	-	-	-	-
Office of General Counsel	Location	1	1	\$55	1	1	\$55	-	-	-	(1)	(1)	(\$55)
Privacy Office	Location	-	-	\$74	-	-	\$21	-	-	-	-	-	(\$21)
Management and Oversight	Location	-	-	-	-	-	-	1	1	\$77	1	1	\$77
Department of Homeland Security - National Protection and Programs Directorate	Source	49	49	\$11,108	52	52	\$11,273	63	63	\$10,565	11	11	(\$708)
Operations and Support	Location	49	49	\$11,108	52	52	\$11,273	63	63	\$10,565	11	11	(\$708)
Office of Strategy, Policy, and Plans	Location	-	-	\$3	-	-	-	-	-	-	-	-	-
Office of Partnership and Engagement	Location	-	-	\$500	-	-	\$500	-	-	-	-	-	(\$500)
Office of General Counsel	Location	47	47	\$9,418	50	50	\$9,512	-	-	-	(50)	(50)	(\$9,512)
Office for Civil Rights and Civil Liberties	Location	1	1	\$313	1	1	\$359	-	-	-	(1)	(1)	(\$359)
Privacy Office	Location	-	-	\$61	-	-	\$43	-	-	-	-	-	(\$43)
Operations and Engagement	Location	1	1	\$813	1	1	\$859	1	1	\$862	-	-	\$3
Management and Oversight	Location	-	-	-	-	-	-	62	62	\$9,703	62	62	\$9,703
Department of Homeland Security - U.S. Customs and Border Protection	Source	2	2	\$1,378	2	2	\$1,147	-	-	\$500	(2)	(2)	(\$647)
Operations and Support	Location	2	2	\$1,378	2	2	\$1,147	-	-	\$500	(2)	(2)	(\$647)
Office of the Secretary	Location	-	-	\$1	-	-	-	-	-	-	-	-	-
Office of Partnership and Engagement	Location	-	-	\$500	-	-	\$500	-	-	-	-	-	(\$500)
Office of General Counsel	Location	2	2	\$146	2	2	\$147	-	-	-	(2)	(2)	(\$147)
Privacy Office	Location	-	-	\$231	-	-	-	-	-	-	-	-	-
Operations and Engagement	Location	-	-	\$500	-	-	\$500	-	-	\$500	-	-	-
Department of Homeland Security - Office of the Secretary & Executive Management	Source	-	-	\$2,638	-	-	\$2,638	-	-	\$1,319	-	-	(\$1,319)
Operations and Support	Location	-	-	\$2,638	-	-	\$2,638	-	-	\$1,319	-	-	(\$1,319)
Office of Partnership and Engagement	Location	-	-	\$1,319	-	-	\$1,319	-	-	-	-	-	(\$1,319)
Operations and Engagement	Location	-	-	\$1,319	-	-	\$1,319	-	-	\$1,319	-	-	-
Department of Homeland Security - Analysis and Operations	Source	8	8	\$1,873	9	9	\$1,965	9	9	\$1,776	-	-	(\$189)

Department of Homeland Security

Office of the Secretary and Executive Management

Collections <i>(Dollars in Thousands)</i>		FY 2018 Enacted			FY 2019 President's Budget			FY 2020 President's Budget			FY 2019 to FY 2020 Change		
		Pos.	FTE	Amount	Pos.	FTE	Amount	Pos.	FTE	Amount	Pos.	FTE	Amount
Operations and Support	Location	8	8	\$1,873	9	9	\$1,965	9	9	\$1,776	-	-	(\$189)
Office of Partnership and Engagement	Location	-	-	\$214	-	-	\$214	-	-	-	-	-	(\$214)
Office of General Counsel	Location	8	8	\$1,440	9	9	\$1,528	-	-	-	(9)	(9)	(\$1,528)
Privacy Office	Location	-	-	\$5	-	-	\$9	-	-	-	-	-	(\$9)
Operations and Engagement	Location	-	-	\$214	-	-	\$214	-	-	\$214	-	-	-
Management and Oversight	Location	-	-	-	-	-	-	9	9	\$1,562	9	9	\$1,562
Department of Justice - Department of Justice	Source	-	-	\$120	-	-	\$120	-	-	\$60	-	-	(\$60)
Operations and Support	Location	-	-	\$120	-	-	\$120	-	-	\$60	-	-	(\$60)
Office of Partnership and Engagement	Location	-	-	\$60	-	-	\$60	-	-	-	-	-	(\$60)
Operations and Engagement	Location	-	-	\$60	-	-	\$60	-	-	\$60	-	-	-
Department of Homeland Security - Office of Health Affairs	Source	2	2	\$869	2	2	\$874	-	-	\$200	(2)	(2)	(\$674)
Operations and Support	Location	2	2	\$869	2	2	\$874	-	-	\$200	(2)	(2)	(\$674)
Office of Partnership and Engagement	Location	-	-	\$200	-	-	\$200	-	-	-	-	-	(\$200)
Office of General Counsel	Location	2	2	\$469	2	2	\$474	-	-	-	(2)	(2)	(\$474)
Operations and Engagement	Location	-	-	\$200	-	-	\$200	-	-	\$200	-	-	-
Department of Homeland Security - Domestic Nuclear Detection Office	Source	2	2	\$433	3	3	\$437	-	-	-	(3)	(3)	(\$437)
Operations and Support	Location	2	2	\$433	3	3	\$437	-	-	-	(3)	(3)	(\$437)
Office of General Counsel	Location	2	2	\$432	3	3	\$437	-	-	-	(3)	(3)	(\$437)
Privacy Office	Location	-	-	\$1	-	-	-	-	-	-	-	-	-
Office of Director of National Intelligence	Source	-	-	\$622	1	1	\$224	1	1	\$224	-	-	-
Operations and Support	Location	-	-	\$622	1	1	\$224	1	1	\$224	-	-	-
Office of Strategy, Policy, and Plans	Location	-	-	\$314	1	1	\$224	1	1	\$224	-	-	-
Office of Legislative Affairs	Location	-	-	\$308	-	-	-	-	-	-	-	-	-
Total Collections		83	83	\$36,230	99	99	\$25,336	105	105	\$20,786	6	6	(\$4,550)

**Office of the Secretary and Executive Management
Personnel Compensation and Benefits**

Pay Summary

Organization <i>(Dollars in Thousands)</i>	FY 2018 Enacted				FY 2019 President's Budget				FY 2020 President's Budget				FY 2019 to FY 2020 Total			
	Pos.	FTE	Amount	Rate	Pos.	FTE	Amount	Rate	Pos.	FTE	Amount	Rate	Pos.	FTE	Amount	Rate
Operations and Support	609	567	\$92,903	\$161.21	615	566	\$90,984	\$158.09	643	590	\$99,725	\$166.48	28	24	\$8,741	\$8.39
Total	609	567	\$92,903	\$161.21	615	566	\$90,984	\$158.09	643	590	\$99,725	\$166.48	28	24	\$8,741	\$8.39
Discretionary - Appropriation	609	567	\$92,903	\$161.21	615	566	\$90,984	\$158.09	643	590	\$99,725	\$166.48	28	24	\$8,741	\$8.39

* The FTE Rate calculation does not include Object Class 11.8-Special Personal Services Payments or 13.0-Benefits for Former Personnel.

Pay by Object Class

Pay Object Classes <i>(Dollars in Thousands)</i>	FY 2018 Enacted	FY 2019 President's Budget	FY 2020 President's Budget	FY 2019 - FY 2020 Change
11.1 Full-time Permanent	\$63,143	\$61,797	\$66,291	\$4,494
11.3 Other than Full-Time Permanent	\$5,187	\$5,208	\$5,208	-
11.5 Other Personnel Compensation	\$1,056	\$1,058	\$1,058	-
11.8 Special Personal Services Payments	\$1,497	\$1,504	\$1,504	-
12.1 Civilian Personnel Benefits	\$22,020	\$21,417	\$25,664	\$4,247
Total - Personnel Compensation and Benefits	\$92,903	\$90,984	\$99,725	\$8,741
Positions and FTE				
Positions - Civilian	609	615	643	28
FTE - Civilian	567	566	590	24

**Office of the Secretary and Executive Management
Non Pay Budget Exhibits**

Non Pay Summary

Organization <i>(Dollars in Thousands)</i>	FY 2018 Enacted	FY 2019 President's Budget	FY 2020 President's Budget	FY 2019 to FY 2020 Total Changes
Operations and Support	\$46,699	\$37,876	\$41,585	\$3,709
Total	\$46,699	\$37,876	\$41,585	\$3,709
Discretionary - Appropriation	\$46,699	\$37,876	\$41,585	\$3,709

Non Pay by Object Class

Non-Pay Object Classes <i>(Dollars in Thousands)</i>	FY 2018 Enacted	FY 2019 President's Budget	FY 2020 President's Budget	FY 2019 to FY 2020 Change
21.0 Travel and Transportation of Persons	\$3,909	\$3,808	\$4,035	\$227
23.1 Rental Payments to GSA	\$8,970	\$8,970	-	(\$8,970)
24.0 Printing and Reproduction	\$12	\$12	\$12	-
25.1 Advisory and Assistance Services	\$13,770	\$6,602	\$7,096	\$494
25.2 Other Services from Non-Federal Sources	\$5,764	\$4,031	\$5,055	\$1,024
25.3 Other Goods and Services from Federal Sources	\$12,893	\$13,040	\$24,250	\$11,210
25.7 Operation and Maintenance of Equipment	\$684	\$684	\$464	(\$220)
26.0 Supplies and Materials	\$643	\$668	\$609	(\$59)
31.0 Equipment	\$54	\$61	\$64	\$3
Total - Non Pay Object Classes	\$46,699	\$37,876	\$41,585	\$3,709

*Beginning in FY 2020, Working Capital Fund costs for Rental Payments to GSA (OCC 23.1) are captured under Other Goods and Services from Federal Sources (OCC 25.3)

**Office of the Secretary and Executive Management
Supplemental Budget Justification Exhibits**

Working Capital Fund

Appropriation and PPA <i>(Dollars in Thousands)</i>	FY 2018 Enacted	FY 2019 President's Budget	FY 2020 President's Budget
Operations and Support	\$20,228	\$20,149	\$23,254
Office of the Secretary	\$2,636	\$2,554	-
Office of Strategy, Policy, and Plans	\$4,471	\$4,575	\$5,257
Office of Public Affairs	\$1,114	\$1,112	-
Office of Legislative Affairs	\$930	\$946	-
Office of Partnership and Engagement	\$1,354	\$1,333	-
Office of General Counsel	\$3,961	\$3,825	-
Office for Civil Rights and Civil Liberties	\$3,585	\$3,583	-
Office of the Citizenship and Immigration Services Ombudsman	\$996	\$996	-
Privacy Office	\$1,181	\$1,225	-
Operations and Engagement	-	-	\$6,348
Management and Oversight	-	-	\$11,649
Total Working Capital Fund	\$20,228	\$20,149	\$23,254

Office of the Secretary and Executive Management
Status of Congressionally Requested Studies, Reports and Evaluations

Fiscal Year	Due Date	Reference/Citation	Requirement	Status
2018	09/18/2018	Potential Improvements to DHS Illegal Alien Population Estimates	House Report 115-239	2/28/2019 - in DHS Budget final clearance
2018	07/31/2018	Border Security Status Report - Q1	Senate Report 114-264	Submitted 08/08/2018
2018	08/31/2018	Border Security Status Report - Q2	Senate Report 114-264	Submitted 11/19/2018
2018	10/31/2018	Border Security Status Reports - Q3	Senate Report 114-264	2/25/2019 - in S1 preclearance
2018	03/01/2019	Border Security Status Reports - Q4	Senate Report 114-264	3/1/2019 - In draft with no ETA

**Office of the Secretary and Executive Management
Authorized/Unauthorized Appropriations**

Budget Activity <i>(Dollars in Thousands)</i>	Last year of Authorization	Authorized Level	Appropriation in Last Year of Authorization	FY 2020 President's Budget
	Fiscal Year	Amount	Amount	Amount
Operations and Support	2018	\$139,602	\$139,602	\$141,310
Office of the Secretary	2018	\$18,846	\$18,846	-
Office of Strategy, Policy, and Plans	2018	\$40,524	\$40,524	\$35,680
Office of Public Affairs	2018	\$5,123	\$5,123	-
Office of Legislative Affairs	2018	\$5,000	\$5,000	-
Office of Partnership and Engagement	2018	\$13,373	\$13,373	-
Office of General Counsel	2018	\$18,501	\$18,501	-
Office for Civil Rights and Civil Liberties	2018	\$23,571	\$23,571	-
Office of the Citizenship and Immigration Services Ombudsman	2018	\$6,200	\$6,200	-
Privacy Office	2018	\$8,464	\$8,464	-
Operations and Engagement		-	-	\$46,151
Management and Oversight		-	-	\$59,479
Total Direct Authorization/Appropriation	2018	\$139,602	\$139,602	\$141,310

**Office of the Secretary and Executive Management
Proposed Legislative Language
Operations and Support**

For necessary expenses of the Office of the Secretary [of Homeland Security for operations and support, as authorized by section 102 of the Homeland Security Act of 2002 (6 U.S.C. 112),]and *for executive management for operations and support*, [of the Department of Homeland Security, as authorized by law, \$128,860,000] **\$141,310,000**: *Provided*, That not to exceed \$45,000 shall be for official reception and representation expenses.

Language Provision	Explanation
...[of Homeland Security for operations and support, as authorized by section 102 of the Homeland Security Act of 2002 (6 U.S.C. 112),]and <i>for executive management for operations and support</i> ,	Removal of authorizing language
...[of the Department of Homeland Security, as authorized by law,]	Removal of authorizing language
...[\$128,860,000] <u>\$141,310,000</u>	Dollar change only. No substantial change proposed.

Department of Homeland Security
Office of the Secretary and Executive Management
Operations and Support



Fiscal Year 2020
Congressional Justification

Table of Contents

<i>Operations and Support</i>	1
Budget Comparison and Adjustments.....	3
Personnel Compensation and Benefits.....	13
Non Pay Budget Exhibits.....	15
<i>Operations and Engagement – PPA</i>	17
Budget Comparison and Adjustments.....	17
FY 2020 Expenditure Plan.....	18
Personnel Compensation and Benefits.....	33
Non Pay Budget Exhibits.....	35
<i>Office of Strategy, Policy, Plans – PPA</i>	37
Budget Comparison and Adjustments.....	37
FY 2020 Expenditure Plan.....	38
Personnel Compensation and Benefits.....	45
Non Pay Budget Exhibits.....	47
<i>Management and Oversight – PPA</i>	49
Budget Comparison and Adjustments.....	49
FY 2020 Expenditure Plan.....	51
Personnel Compensation and Benefits.....	69
Non Pay Budget Exhibits.....	71

Operations and Support Budget Comparison and Adjustments

Comparison of Budget Authority and Request

Organization <i>(Dollars in Thousands)</i>	FY 2018 Enacted			FY 2019 President's Budget			FY 2020 President's Budget			FY 2019 to FY 2020 Total Changes		
	Pos.	FTE	Amount	Pos.	FTE	Amount	Pos.	FTE	Amount	Pos.	FTE	Amount
Office of the Secretary	69	68	\$18,846	69	68	\$17,874	-	-	-	(69)	(68)	(\$17,874)
Office of Strategy, Policy, and Plans	180	169	\$40,524	168	157	\$34,683	167	156	\$35,680	(1)	(1)	\$997
Office of Public Affairs	26	24	\$5,123	26	24	\$5,085	-	-	-	(26)	(24)	(\$5,085)
Office of Legislative Affairs	27	25	\$5,000	27	25	\$4,992	-	-	-	(27)	(25)	(\$4,992)
Office of Partnership and Engagement	48	45	\$13,373	48	45	\$12,656	-	-	-	(48)	(45)	(\$12,656)
Office of General Counsel	89	79	\$18,501	105	88	\$19,463	-	-	-	(105)	(88)	(\$19,463)
Office for Civil Rights and Civil Liberties	99	93	\$23,571	101	95	\$20,825	-	-	-	(101)	(95)	(\$20,825)
Office of the Citizenship and Immigration Services	29	26	\$6,200	29	26	\$5,879	-	-	-	(29)	(26)	(\$5,879)
Privacy Office	42	38	\$8,464	42	38	\$7,403	-	-	-	(42)	(38)	(\$7,403)
Operations and Engagement	-	-	-	-	-	-	198	182	\$46,151	198	182	\$46,151
Management and Oversight	-	-	-	-	-	-	278	252	\$59,479	278	252	\$59,479
Total	609	567	\$139,602	615	566	\$128,860	643	590	\$141,310	28	24	\$12,450
Subtotal Discretionary - Appropriation	609	567	\$139,602	615	566	\$128,860	643	590	\$141,310	28	24	\$12,450

The Operations and Support (O&S) appropriation funds the Departmental Management Operations Office of the Secretary and Executive Management's (OSEM) operating salaries and expenses. This appropriation provides resources that enable OSEM offices to provide central leadership, management, direction, and oversight over all of the Department's Components. This request includes the proposal to combine the nine offices funded by this appropriation into three Program, Project, and Activities (PPA) as follows: Operations and Engagement, Office of Strategy, Policy, and Plans, and Management and Oversight. The Operations and Engagement PPA includes the Office for Civil Rights and Civil Liberties (CRCL), Office of the Citizenship and Immigration Services Ombudsman (CISOMB), the Office of Partnership and Engagement (OPE). The Office of Strategy, Policy, and Plans PPA includes only that office. The Management and Oversight PPA includes the Office of the Secretary, Office of Public Affairs (OPA), Office of Legislative Affairs (OLA), Office of the General Counsel (OGC), and the Privacy Office (PRIV). Additionally, the O&S appropriation includes funding for reimbursable detailees provided by the OSEM to DHS Components and other Federal agencies.

This appropriation is broken out into the following PPAs:

Operations and Engagement: The Operations and Engagement PPA provides resources to fund the Office for Civil Rights and Civil Liberties (CRCL), the Office of the Citizenship and Immigration Services Ombudsman (CISOMB), and the Office of Partnership and Engagement (OPE).

Office of Strategy, Policy, and Plans (PLCY): The PLCY PPA serves as the Department's principal source of policy development and decision analysis for DHS senior leadership and Secretarial initiatives and for other critical matters that may arise in a dynamic threat environment.

Management and Oversight: This Management and Oversight PPA supports the core functions of the Office of the Secretary, Office of General Counsel (OGC), Privacy Office (PRIV), Office of Public Affairs (OPA), and the Office of Legislative Affairs (OLA).

Operations and Support Budget Authority and Obligations

Budget Authority <i>(Dollars in Thousands)</i>	FY 2018	FY 2019	FY 2020
Enacted/Request	\$139,602	\$128,860	\$141,310
Carryover and/or Recoveries (Actual/Estimates/Projections)	-	-	-
Rescissions to Current Year/Budget Year	-	-	-
Net Sequestered Resources	-	-	-
Reprogrammings/Transfers	-	-	-
Supplementals	-	-	-
Total Budget Authority	\$139,602	\$128,860	\$141,310
Collections – Reimbursable Resources	\$36,230	\$25,336	\$20,786
Total Budget Resources	\$175,832	\$154,196	\$162,096
Obligations (Actual/Estimates/Projections)	\$146,090	\$144,051	\$139,561
Personnel: Positions and FTE			
Enacted/Request Positions	609	615	643
Enacted/Request FTE	567	566	590
Onboard and Actual FTE; Includes Collections - Reimbursable Resources			
Onboard (Actual/Estimates/Projections)	682	714	748
FTE (Actual/Estimates/Projections)	640	665	695

*The total Onboard and FTE counts show here include reimbursable FTE and positions.

Operations and Support Collections – Reimbursable Resources

Collections <i>(Dollars in Thousands)</i>		FY 2018 Enacted			FY 2019 President's Budget			FY 2020 President's Budget		
		Pos.	FTE	Amount	Pos.	FTE	Amount	Pos.	FTE	Amount
Department of Defense - Department of Defense	Source	-	-	-	1	1	\$224	1	1	\$232
Department of Health and Human Services - Centers for Medicare and Medicaid	Source	-	-	\$66	-	-	-	-	-	-
Department of Homeland Security - Department of Homeland Security	Source	-	-	\$3,068	1	1	\$1,524	1	1	\$924
Independent Agency - Central Intelligence Agency	Source	-	-	\$199	1	1	\$189	1	1	\$204
Department of Homeland Security - Federal Emergency Management Agency	Source	1	1	\$9,866	1	1	\$175	1	1	\$176
Department of Homeland Security - Federal Law Enforcement Training Center	Source	-	-	\$9	1	1	\$3	-	-	\$3
Department of Homeland Security - Transportation Security Administration	Source	1	1	\$422	1	1	\$187	1	1	\$188
Department of Homeland Security - U.S. Immigration and Customs Enforcement	Source	1	1	\$926	1	1	\$677	1	1	\$556
Department of Homeland Security - Citizenship and Immigration Services	Source	3	3	\$435	4	4	\$586	4	4	\$592
Department of Homeland Security - Science and Technology	Source	12	12	\$1,992	12	12	\$1,977	13	13	\$2,008
Department of Homeland Security - United States Secret Service	Source	1	1	\$74	1	1	\$75	1	1	\$76
Department of Homeland Security - Office of the Inspector General	Source	-	-	\$2	-	-	\$55	-	-	\$55
Department of Homeland Security - Countering Weapons of Mass Destruction	Source	-	-	-	5	5	\$910	5	5	\$902
Department of Homeland Security - US Customs and Border Protection	Source	-	-	-	-	-	-	2	2	\$149
Department of Homeland Security - United States Coast Guard	Source	1	1	\$130	1	1	\$76	1	1	\$77
Department of Homeland Security - National Protection and Programs Directorate	Source	49	49	\$11,108	52	52	\$11,273	63	63	\$10,565
Department of Homeland Security - U.S. Customs and Border Protection	Source	2	2	\$1,378	2	2	\$1,147	-	-	\$500
Department of Homeland Security - Office of the Secretary & Executive Management	Source	-	-	\$2,638	-	-	\$2,638	-	-	\$1,319
Department of Homeland Security - Analysis and Operations	Source	8	8	\$1,873	9	9	\$1,965	9	9	\$1,776
Department of Justice - Department of Justice	Source	-	-	\$120	-	-	\$120	-	-	\$60
Department of Homeland Security - Office of Health Affairs	Source	2	2	\$869	2	2	\$874	-	-	\$200
Department of Homeland Security - Domestic Nuclear Detection Office	Source	2	2	\$433	3	3	\$437	-	-	-
Office of Director of National Intelligence	Source	-	-	\$622	1	1	\$224	1	1	\$224
Total Collections		83	83	\$36,230	99	99	\$25,336	105	105	\$20,786

Operations and Support Summary of Budget Changes

Budget Formulation Activity <i>(Dollars in Thousands)</i>	Positions	FTE	Amount
FY 2018 Enacted	609	567	\$139,602
FY 2019 President's Budget	615	566	\$128,860
FY 2020 Base Budget	615	566	\$128,860
Annualization of FY19 Program Increase (IDII)	-	-	\$467
Annualization of FY19 Program Increase (OGC Staff)	9	9	\$1,711
Blue Campaign Sustainment	7	7	\$1,600
FERS Agency Contribution	-	-	\$1,540
FPS Fee Adjustment	-	-	\$2
GSA Rent Enhancement	-	-	\$1,686
National Capital Region Infrastructure Operations (NCRIO) Sustainment	-	-	\$1,724
Total, Pricing Increases	16	16	\$8,730
Base Reduction	-	-	(\$1,816)
Total, Pricing Decreases	-	-	(\$1,816)
Total Adjustments-to-Base	16	16	\$6,914
FY 2020 Current Services	631	582	\$135,774
CISOMB - Executive Order Support Personnel	13	9	\$1,591
CISOMB - Fully Funding On-board FTEs	-	-	\$235
CRCL - Executive Order Support Staff Sustainment	-	-	\$2,900
PRIV - Executive Order Privacy Support Staff Sustainment	-	-	\$1,000
Total, Program Increases	13	9	\$5,726
PLCY Lexicon Program	(1)	(1)	(\$190)
Total, Program Decreases	(1)	(1)	(\$190)
FY 2020 Request	643	590	\$141,310
FY 2019 To FY 2020 Change	28	24	\$12,450

Operations and Support Justification of Pricing Changes

Pricing Changes <i>(Dollars in Thousands)</i>	FY 2020 President's Budget		
	Positions	FTE	Amount
Pricing Change 1 - Annualization of FY19 Program Increase (IDII)	-	-	\$467
Office of Strategy, Policy, and Plans	-	-	\$467
Pricing Change 2 - Annualization of FY19 Program Increase (OGC Staff)	9	9	\$1,711
Management and Oversight	9	9	\$1,711
Pricing Change 3 - Base Reduction	-	-	(\$1,816)
Office of Strategy, Policy, and Plans	-	-	(\$388)
Operations and Engagement	-	-	(\$593)
Management and Oversight	-	-	(\$835)
Pricing Change 4 - Blue Campaign Sustainment	7	7	\$1,600
Operations and Engagement	7	7	\$1,600
Pricing Change 5 - FERS Agency Contribution	-	-	\$1,540
Office of Strategy, Policy, and Plans	-	-	\$425
Operations and Engagement	-	-	\$473
Management and Oversight	-	-	\$642
Pricing Change 6 - FPS Fee Adjustment	-	-	\$2
Office of Strategy, Policy, and Plans	-	-	(\$1)
Operations and Engagement	-	-	(\$8)
Management and Oversight	-	-	\$11
Pricing Change 7 - GSA Rent Enhancement	-	-	\$1,686
Office of Strategy, Policy, and Plans	-	-	\$317
Operations and Engagement	-	-	\$151
Management and Oversight	-	-	\$1,218
Pricing Change 8 - National Capital Region Infrastructure Operations (NCRIO) Sustainment	-	-	\$1,724
Office of Strategy, Policy, and Plans	-	-	\$367
Operations and Engagement	-	-	\$442
Management and Oversight	-	-	\$915
Total Pricing Changes	16	16	\$6,914

Pricing Change 1 –Annualization of FY 2019 Program Increase (IDII): This pricing change reflects a total increase of \$0.5M the annualization of the 2019 program increase for the Immigration Data Integration Initiative (IDII). Funding will support personnel responsible for the management and administration of the new program office to implement enterprise-level immigration data standards, establish person-level data linkages, manage the development and implementation of the technical aspects of the solution, and begin providing integrated Immigration Data as a Service to DHS and inter-agency stakeholders.

Pricing Change 2 –Annualization of FY 2019 Program Increase (OGC Staff): This pricing change reflects the annualization of the 2019 OGC staffing increase. These additional resources will enable the Department to review and address difficult and exceptionally complex legal and policy questions relating to the defense of the Homeland to further the Department’s mission and priorities. Additionally, OGC will be able to continue to place priority on the interpretation and application of judicial and administrative decisions, drafting and reviewing proposed legislation, regulations, decisions, and other essential legal instruments while servicing new litigations relating to the Department’s elevated border security mission, a docket recently increased by 30% from 2016 levels.

Pricing Change 3 –Base Reduction: This pricing change reflects a decrease of \$1.8M for a Base Reduction in FY 2020.

Pricing Change 4 –Blue Campaign Sustainment: This pricing change provides funding for the Blue Campaign, DHS’ unified voice to combat human trafficking. Through the Blue Campaign, DHS works to ensure that our Nation is safe, secure, and resilient against the heinous crime of human trafficking.

Pricing Change 5 - FERS Agency Contribution: Per OMB Circular A-11, agency FERS contributions increased. The regular FERS agency contribution increased by 2.3% from 13.7% in FY 2019 to 16.0% in FY 2020. The agency contribution amount for CSRS did not change.

Pricing Change 6 – FPS Fee Adjustment: This pricing change reflects a net increase FPS Fee Adjustments.

Pricing Change 7 - GSA Rent Enhancement: This pricing change provides funding for the increased Working Capital Fund GSA Rent costs for several OSEM offices, currently located at the Nebraska Avenue Complex (NAC). The offices are slated to move to and occupy the St. Elizabeths Center Building beginning in April 2019, and due to market increases in the occupancy agreements require additional funding to cover the GSA Rent activity cost within the WCF.

Pricing Change 8 – National Capital Region Infrastructure Operations (NCRIO) Sustainment: This pricing change reflects increases in NCRIO programs related to IT security, desk side support, and SharePoint services.

Operations and Support Justification of Program Changes

Program Changes <i>(Dollars in Thousands)</i>	FY 2020 President's Budget		
	Positions	FTE	Amount
Program Change 1 - CISOMB - Executive Order Support Personnel	13	9	\$1,591
Operations and Engagement	13	9	\$1,591
Program Change 2 - CISOMB - Fully Funding On-board FTEs	-	-	\$235
Operations and Engagement	-	-	\$235
Program Change 3 - CRCL - Executive Order Support Staff Sustainment	-	-	\$2,900
Operations and Engagement	-	-	\$2,900
Program Change 4 - PLCY Lexicon Program	(1)	(1)	(\$190)
Office of Strategy, Policy, and Plans	(1)	(1)	(\$190)
Program Change 5 - PRIV - Executive Order Privacy Support Staff Sustainment	-	-	\$1,000
Management and Oversight	-	-	\$1,000
Total Program Changes	12	8	\$5,536

Program Change 1 – CISOMB – Executive Order Support Personnel:

Description

The FY 2020 request includes an increase of 13 positions, 9 FTE, and \$1.6M to enhance support personnel and infrastructure investment for Border Security and Immigration Enforcement Missions. There is no base for this program.

Justification

The statutory mission of the Office of the Citizenship and Immigration Services Ombudsman (CISOMB) is to: 1) assist individuals and employers with case problems; 2) identify issues and trends experienced by USCIS stakeholders; and 3) make recommendations to USCIS to improve the delivery of immigration benefits and services. CISOMB adheres to the core ombudsman principles to be independent, impartial and confidential, which relies upon and fosters public trust. CISOMB is structurally deficient and needs additional FTEs to perform its statutory mission, which is expected to expand in size and complexity with the implementation of the Department's immigration-related priorities. In FY 2017, CISOMB received a record 11,312 requests for case assistance from individuals and employers—more than double the amount received in FY 2013, and almost three times the number received in 2011, while its budget has decreased. To manage the soaring case work, CISOMB diverted all resources to the Casework Division.

Performance

CISOMB's policy work improves the efficiency and effectiveness of the overall administration of the immigration law, benefitting not only thousands of stakeholders, but the American people as a whole. Increased funding will enable CISOMB to effectively manage significant increases in requests for case assistance and track and assess the significant increases in agency activity resulting from new executive orders, regulations, policies, and procedures.

Program Change 2 – CISOMB – Fully Funding On-Board FTEs:**Description**

The FY 2020 request includes \$235,000 is to sustain current services by fully funding current on-board FTEs.

Justification

This FY 2020 program change fully funds current on-board full-time employees and sustains the increase received in the FY 2018 Enacted Budget. CISOMB proactively develops Management Performance Measures. With this funding, CISOMB will be able to fulfill its statutory mission and rebuild its Policy Division in order to enhance its reporting capabilities on emerging trends to USCIS and external stakeholders.

Performance

CISOMB's ability to fully fund on-board FTE's allows CISOMB to continue as an independent reviewer; maintain executive administrative services by allowing CISOMB to meet its statutory mission and improve the overall immigration benefits system on behalf of the nation.

Program Change 3 – CRCL – Executive Order Support Staff Sustainment:**Description**

The FY 2020 request includes an increase of \$2.9M to sustain the Office of Civil Rights and Civil Liberties (CRCL) support staff and contractual services. The base for this program is 88 Positions, 88 FTE, and \$20.586M.

Justification

The additional funding will allow CRCL to maintain its efforts in meeting the demands of the increase in the investigations of complaints alleging civil rights and civil liberties violations; the adjudication of complaints of employment discrimination filed by DHS employees and applicants; enforcement of compliance with the EEO laws, regulations, and mandates; policy issues related to screening and vetting programs, information sharing and safeguarding activities, cybersecurity efforts, security technologies, intelligence programs and products. Further, the funding will allow our community outreach with State and local governments and community stakeholders to expand. Finally, the funding will continue our efforts in carrying out compliance and enforcement activities under Title VI of the Civil Rights Act of 1964 (Title VI), Section 504 of the Rehabilitation Act of 1973 (Section 504), and other nondiscrimination authorities.

Performance

The funding will allow CRCL to continue its oversight of all DHS programs affecting civil rights and civil liberties; for continuing its investigations of complaints filed by the public alleging violations of civil rights and civil liberties regarding Department policies or activities, or actions taken by Department personnel; for investigating complaints alleging unlawful employment discrimination within the Department; and for ensuring the integration of civil rights and civil liberties into all of the Department's activities. These objectives will be achieved by using this additional funding for increases in FTE and contract services in support of CRCL's mission areas.

Program Change 4 – PLCY – Lexicon Program:**Description**

The FY 2020 request includes a decrease of 1 position, 1 FTE and \$190,000 to remove the Lexicon Program from the Office of Strategy, Policy, and Plans. The base for this program is 1 Positions, 1 FTE, and \$190,000.

Justification

This decrease supports the removal of the Lexicon function from the Office of Strategy, Policy, and Plans.

Performance

This proposed reduction is not expected to impact performance.

Program Change 5 – PRIV - Executive Order Support Staff Sustainment:**Description**

The FY 2020 request includes an increase of \$1.0M to sustain current Privacy Office support staff. The base for this program is 42 Positions, 38 FTE, and \$7.4M.

Justification

This increase is provided to sustain the congressionally directed increase in the FY 2018 enacted Bill. This increase is in support of increased workload related to Executive Order (EO) 13767, Border Security and Immigration Enforcement Improvements; Executive Order 13769, Protecting the Nation from Foreign Terrorist Entry into the United States; and Executive Order 13780, Protecting The Nation From Foreign Terrorist Entry Into The United States, NSPM-7, and NSPM-9.

Performance

The additional funding will enable PRIV to continue to address the department's FOIA backlog, effectively meet the Department's growing privacy and disclosure demands/needs/requirements, position the office to better support the Department's equities in, and implementation of, the Administration's agendas and ensure statutory requirements to provide privacy and disclosure oversight throughout the Department are being met.

Personnel Compensation and Benefits

Pay Summary

Organization <i>(Dollars in Thousands)</i>	FY 2018 Enacted				FY 2019 President's Budget				FY 2020 President's Budget				FY 2019 to FY 2020 Total			
	Pos.	FTE	Amount	Rate	Pos.	FTE	Amount	Rate	Pos.	FTE	Amount	Rate	Pos.	FTE	Amount	Rate
Office of the Secretary	69	68	\$10,214	\$128.59	69	68	\$10,255	\$129.09	-	-	-	-	(69)	(68)	(\$10,255)	(\$129.09)
Office of Strategy, Policy, and Plans	180	169	\$26,866	\$158.97	168	157	\$24,228	\$154.32	167	156	\$25,147	\$161.2	(1)	(1)	\$919	\$6.88
Office of Public Affairs	26	24	\$3,636	\$151.5	26	24	\$3,653	\$152.21	-	-	-	-	(26)	(24)	(\$3,653)	(\$152.21)
Office of Legislative Affairs	27	25	\$3,880	\$155.2	27	25	\$3,865	\$154.6	-	-	-	-	(27)	(25)	(\$3,865)	(\$154.6)
Office of Partnership and Engagement	48	45	\$7,119	\$158.2	48	45	\$7,153	\$158.96	-	-	-	-	(48)	(45)	(\$7,153)	(\$158.96)
Office of General Counsel	89	79	\$14,767	\$186.58	105	88	\$16,037	\$181.93	-	-	-	-	(105)	(88)	(\$16,037)	(\$181.93)
Office for Civil Rights and Civil Liberties	99	93	\$16,347	\$175.77	101	95	\$16,411	\$172.75	-	-	-	-	(101)	(95)	(\$16,411)	(\$172.75)
Office of the Citizenship and Immigration Services Ombudsman	29	26	\$4,034	\$155.15	29	26	\$3,629	\$139.58	-	-	-	-	(29)	(26)	(\$3,629)	(\$139.58)
Privacy Office	42	38	\$6,040	\$158.95	42	38	\$5,753	\$151.39	-	-	-	-	(42)	(38)	(\$5,753)	(\$151.39)
Operations and Engagement	-	-	-	-	-	-	-	-	198	182	\$32,756	\$179.98	198	182	\$32,756	\$179.98
Management and Oversight	-	-	-	-	-	-	-	-	278	252	\$41,822	\$159.99	278	252	\$41,822	\$159.99
Total	609	567	\$92,903	\$161.21	615	566	\$90,984	\$158.09	643	590	\$99,725	\$166.48	28	24	\$8,741	\$8.39
Discretionary - Appropriation	609	567	\$92,903	\$161.21	615	566	\$90,984	\$158.09	643	590	\$99,725	\$166.48	28	24	\$8,741	\$8.39

* The FTE rate calculation does not include Object Class 11.8-Special Personal Services Payments or 13.0-Benefits for Former Personnel.

Pay by Object Class

Pay Object Classes <i>(Dollars in Thousands)</i>	FY 2018 Enacted	FY 2019 President's Budget	FY 2020 President's Budget	FY 2019 - FY 2020 Change
11.1 Full-time Permanent	\$63,143	\$61,797	\$66,291	\$4,494
11.3 Other than Full-Time Permanent	\$5,187	\$5,208	\$5,208	-
11.5 Other Personnel Compensation	\$1,056	\$1,058	\$1,058	-
11.8 Special Personal Services Payments	\$1,497	\$1,504	\$1,504	-
12.1 Civilian Personnel Benefits	\$22,020	\$21,417	\$25,664	\$4,247
Total - Personnel Compensation and Benefits	\$92,903	\$90,984	\$99,725	\$8,741
Positions and FTE				
Positions - Civilian	609	615	643	28
FTE - Civilian	567	566	590	24

Operations and Support Permanent Positions by Grade – Appropriation

Grades and Salary Range <i>(Dollars in Thousands)</i>	FY 2018 Enacted	FY 2019 President's Budget	FY 2020 President's Budget	FY 2019 to FY 2020 Change
Total, SES	80	80	82	2
GS-15	169	170	174	4
GS-14	136	137	141	4
GS-13	85	87	91	4
GS-12	61	61	66	5
GS-11	31	32	32	-
GS-9	36	37	43	6
GS-8	1	1	2	1
GS-7	6	6	8	2
GS-5	3	3	3	-
GS-4	1	1	1	-
Total Permanent Positions	609	615	643	28
Unfilled Positions EOY	609	615	643	28
Position Locations				
Headquarters	604	610	638	28
Foreign Field	5	5	5	-
Averages				
Average Personnel Costs, ES Positions	172,500	175,907	189,600	13,693
Average Personnel Costs, GS Positions	107,556	109,680	119,199	9,519
Average Grade, GS Positions	13	14	14	-

Operations and Support Non Pay Budget Exhibits

Non Pay Summary

Organization <i>(Dollars in Thousands)</i>	FY 2018 Enacted	FY 2019 President's Budget	FY 2020 President's Budget	FY 2019 to FY 2020 Total Changes
Office of the Secretary	\$8,632	\$7,619	-	(\$7,619)
Office of Strategy, Policy, and Plans	\$13,658	\$10,455	\$10,533	\$78
Office of Public Affairs	\$1,487	\$1,432	-	(\$1,432)
Office of Legislative Affairs	\$1,120	\$1,127	-	(\$1,127)
Office of Partnership and Engagement	\$6,254	\$5,503	-	(\$5,503)
Office of General Counsel	\$3,734	\$3,426	-	(\$3,426)
Office for Civil Rights and Civil Liberties	\$7,224	\$4,414	-	(\$4,414)
Office of the Citizenship and Immigration Services Ombudsman	\$2,166	\$2,250	-	(\$2,250)
Privacy Office	\$2,424	\$1,650	-	(\$1,650)
Operations and Engagement	-	-	\$13,395	\$13,395
Management and Oversight	-	-	\$17,657	\$17,657
Total	\$46,699	\$37,876	\$41,585	\$3,709
Discretionary - Appropriation	\$46,699	\$37,876	\$41,585	\$3,709

Non Pay by Object Class

Non-Pay Object Classes <i>(Dollars in Thousands)</i>	FY 2018 Enacted	FY 2019 President's Budget	FY 2020 President's Budget	FY 2019 to FY 2020 Change
21.0 Travel and Transportation of Persons	\$3,909	\$3,808	\$4,035	\$227
23.1 Rental Payments to GSA	\$8,970	\$8,970	-	(\$8,970)
24.0 Printing and Reproduction	\$12	\$12	\$12	-
25.1 Advisory and Assistance Services	\$13,770	\$6,602	\$7,096	\$494
25.2 Other Services from Non-Federal Sources	\$5,764	\$4,031	\$5,055	\$1,024
25.3 Other Goods and Services from Federal Sources	\$12,893	\$13,040	\$24,250	\$11,210
25.7 Operation and Maintenance of Equipment	\$684	\$684	\$464	(\$220)
26.0 Supplies and Materials	\$643	\$668	\$609	(\$59)
31.0 Equipment	\$54	\$61	\$64	\$3
Total - Non Pay Object Classes	\$46,699	\$37,876	\$41,585	\$3,709

*Beginning in FY 2020, Working Capital Fund costs for Rental Payments to GSA (OCC 23.1) are captured under Other Goods and Services from Federal Sources (OCC 25.3)

Operations and Engagement – PPA

Budget Comparison and Adjustments

Comparison of Budget Authority and Request

Organization <i>(Dollars in Thousands)</i>	FY 2018 Enacted			FY 2019 President's Budget			FY 2020 President's Budget			FY 2019 to FY 2020 Total Changes		
	Pos.	FTE	Amount	Pos.	FTE	Amount	Pos.	FTE	Amount	Pos.	FTE	Amount
Operations and Engagement	-	-	-	-	-	-	198	182	\$46,151	198	182	\$46,151
Total	-	-	-	-	-	-	198	182	\$46,151	198	182	\$46,151
Subtotal Discretionary - Appropriation	-	-	-	-	-	-	198	182	\$46,151	198	182	\$46,151

PPA Level I Description

The Operations and Engagement program provides resources to fund the Office for Civil Rights and Civil Liberties (CRCL), the Office of the Citizenship and Immigration Services Ombudsman (CISOMB), and the Office of Partnership and Engagement (OPE).

Office for Civil Rights and Civil Liberties (CRCL): Supports the Department as it secures the Nation while preserving individual liberty, fairness, and equality under the law. The nine functional units that focus on civil rights and liberties issues within CRCL are the CRCL Front Office, Business Operations Division, HQ Equal Employment Opportunity Office, Equal Employment Opportunity Branch and the Diversity Management Branch, Complaints Management and Adjudication Section, Diversity Management Section, Alternative Dispute Resolution Program and Anti-Harassment Unit, Programs Branch, and the Compliance Branch.

Office of the Citizenship and Immigration Services Ombudsman (CISOMB): Assists individuals and employers in resolving problems related to United States Citizenship and Immigration Services (USCIS). The staff is organized into four functional Divisions, which include Executive, Operational, Case Work and Policy.

Office of Partnership and Engagement (OPE): Coordinates the Department’s outreach efforts with critical stakeholders nationwide, including State, local, tribal, territorial (SLTT) governments, SLTT elected officials, SLTT law enforcement, the private sector, and academia, ensuring a unified approach to external engagement.

Operations and Engagement – PPA FY 2020 Expenditure Plan

In response to direction provided in the Conference Report 115-164, accompanying the FY 2018 Consolidated Appropriation Act (P.L. 115-141), expenditure plan information is being included for all PPAs within this account.

The new Operations and Engagement PPA contains the following offices: the Office for Civil Rights and Civil Liberties, the Office for Citizenship and Immigration Services Ombudsman, and the Office for Partnership and Engagement. The following section includes the detailed expenditure plans for these offices.

Office for Civil Rights and Civil Liberties (CRCL)

CRCL supports the Department as it secures the Nation while preserving individual liberty, fairness, and equality under the law. CRCL performs four key functions to integrate civil rights and civil liberties into Departmental activities:

- Advises Department leadership, personnel, and partners about civil rights and civil liberties issues; ensures respect for civil rights and civil liberties in policy decisions and in the implementation of those decisions.
- Communicates with individuals and communities whose civil rights and civil liberties may be affected by DHS activities, informing them about policies and avenues of redress, and promotes appropriate attention within the Department to their experiences and concerns.
- Investigates and resolves civil rights and civil liberties complaints filed by the public.
- Leads the Department's Equal Employment Opportunity (EEO) programs and promotes personnel diversity and merit system principles.

CRCL's staff is organized into nine functional units that focus on civil rights and liberties issues that are affected by the Department's activities.

CRCL Front Office

The CRCL's Front Office provides advice to DHS leadership on civil rights and civil liberties issues impacting the DHS programs and/or activities.

This includes providing civil rights expertise regarding immediate issues affecting the DHS mission which implicate civil rights or liberties concerns.

Business Operations Division

The Business Operations Section provides day-to-day operational support in the following areas: space and facility management, emergency preparedness programs, budget and procurement, and records management, internal and external communications, and human resources.

HQ Equal Employment Opportunity Office

The HQ EEO Office supports over 7,000 DHS Headquarters employees by enforcing compliance with the EEO laws, regulations, and directives; providing guidance to HQ management officials and employees on EEO and diversity; processing and tracking requests for reasonable

accommodation; leading HQ special emphasis programs; and ensuring that all HQ employees have a working environment, free from unlawful discrimination, that will support them in the fulfillment of the mission to protect the homeland.

Equal Employment Opportunity Branch and the Diversity Management Branch

The Equal Employment Opportunity Branch and the Diversity Management Branch lead the Department's efforts toward ensuring that all DHS employees and applicants enjoy equal employment opportunity, and issue final agency decisions on complaints of employment discrimination brought by DHS employees and applicants.

Complaints Management and Adjudication Section

The Complaints Management and Adjudication Section (CMAS) oversees the administrative processing of EEO complaints across DHS and leads the adjudication of EEO complaints throughout the Department. As one of its primary functions, CMAS prepares final actions on all formal EEO complaints filed by DHS employees, former employees, and applicants for employment who allege discrimination in violation of Title VII of the Civil Rights Act of 1964, the Age Discrimination in Employment Act of 1967, the Rehabilitation Act of 1973, the Equal Pay Act of 1963, the Genetic Information Nondiscrimination Act of 2008, and Executive Orders prohibiting discrimination on the bases of parental status and sexual orientation. CMAS also prepares important annual Departmental reports regarding the status of DHS's complaint programs, including the Annual No FEAR Act Report, which is provided to Congress, the Equal Employment Opportunity Commission, and other stakeholders.

Diversity Management Section

The Diversity Management Section (DMS) provides leadership, guidance, and technical assistance to DHS Components on the Department's EEO and Diversity initiatives. DMS identifies, analyzes, and recommends actions to remove any barriers to equal employment opportunities, and leads the Department's special emphasis programs.

Alternative Dispute Resolution Program and Anti-Harassment Unit

The Alternative Dispute Resolution (ADR) Program provides DHS-HQ employees with a dispute resolution process in lieu of the traditional EEO complaint process. In addition, the ADR Program manages the Department-wide Shared Neutrals Program and provides leadership, guidance, and technical assistance to DHS Components regarding their respective ADR programs. The Anti-Harassment Unit (AHU) enforces the DHS Anti-Harassment Policy pursuant to DHS Directive 256-01. The AHU conducts fact-findings into allegations of harassment brought by DHS-HQ employees.

Programs Branch

The Programs Branch integrates civil rights and civil liberties into all DHS agency activities through a variety of mechanisms, including providing policy advice and support to the Department for incorporating civil rights and civil liberties protections into the Department’s immigration-related activities and policies (Immigration Section), as well as the Department’s information and physical security programs, information sharing activities, and intelligence-related programs and products (Security, Intelligence, and Information Policy Section). The Programs Branch also conducts civil rights and civil liberties training of DHS personnel and State and local law enforcement partners (Civil Rights and Civil Liberties Institute), and coordinates outreach and engagement activities in communities where civil rights and civil liberties are particularly affected by DHS programs (Community Engagement Section). Additionally, the Programs Branch works to ensure that the Department’s programs and activities do not discriminate against individuals or prohibit access to the Department’s programs on the basis of race, color, national origin, limited English proficiency, age, sex, or disability, and that recipients of Federal financial assistance comply with their civil rights obligations (Antidiscrimination Group).

Compliance Branch

The Compliance Branch investigates complaints from the public, media reports, and other sources, alleging civil rights or civil liberties violations by Department personnel or programs, including disability discrimination prohibited by the Rehabilitation Act of 1973, inappropriate use of force by DHS officers or agents, inadequate conditions of detention, violation of right to due process, and racial or ethnic profiling. CRCL makes formal recommendations to DHS Component leadership stemming from its investigations to address issues related to civil rights, such as changes to DHS policies, practices, and training. Except for disability accommodation claims under the Rehabilitation Act of 1973, CRCL does not order individual relief or redress for a complainant.

Office for Civil Rights & Civil Liberties Planned Obligations:							
<i>Dollars in Thousands</i>							
Program Areas	Positions	Salaries and Benefits	Travel	Contracts/ IAAs	Other Expenses	Working Capital Fund (WCF)	Totals by Office
CRCL Front Office	6	\$1,115	\$7	\$0	\$14	\$226	\$1,362
Business Operations Section	9	\$1,672	\$10	\$411	\$21	\$340	\$2,454
Programs Branch	26	\$4,831	\$30	\$6	\$62	\$981	\$5,909
Compliance Section	19	\$3,530	\$22	\$277	\$45	\$717	\$4,591
HQ Equal Employment Office	15	\$2,787	\$17	\$263	\$36	\$566	\$3,669
EEO-Diversity Management Section	7	\$1,301	\$8	\$0	\$17	\$264	\$1,589
EEO - Complaints Management	16	\$2,973	\$18	\$50	\$38	\$604	\$3,683
EEO - Alternative Dispute Resolution and Anti-Harassment Unit	3	\$557	\$3	\$0	\$7	\$113	\$681
Total	101	\$18,765	\$115	\$1,007	\$240	\$3,811	\$23,938

**Operations and Support
Contracts & Interagency Agreements**

Operations and Engagement – PP

FY 2020 Contracts/ Interagency Agreements <i>Dollars in Thousands</i>			
Office	Contract Description	Planned Obligation Amounts	Expected Contract Award Date (Quarter)
Compliance Section	Compliance Support Investigators	\$67	Q4
Compliance Section	Suicide Prevention Subject Matter Expert	\$33	Q2
Compliance Section	Environmental Health Subject Matter Expert	\$40	Q4
Compliance Section	Medical Subject Matter Expert	\$45	Q4
Compliance Section	Penology Subject Matter Expert	\$30	Q4
Compliance Section	Mental Health Subject Medical Expert	\$30	Q4
Compliance Section	Nursing Subject Matter Expert	\$32	Q4
HQ Equal Employment Office (EEO)	EEO Headquarters Investigation and Counseling Services	\$200	Q4
EEO - Complaints Management	Final Agency Decision (FAD)	\$50	Q3
Business Operations Section	Administrative Support	\$72	Q4
HQ Equal Employment Office	Sign Language Blanket Purchase Agreement	\$63	Q4
Business Operations Section	Language Services Blanket Purchase Agreement	\$96	Q4
Business Operations Section	GSA Move Services Contract	\$5	Q1
Business Operations Section	Office of Chief Human Capital Office Employee Engagement Initiative	\$5	Q4
Business Operations Section	Overtime Utility Payment	\$27	Q4
Programs Branch	Freedom of Information Act Express Agreement with Privacy Officer	\$5	Q1
Total Planned Contracts		\$ 800	
Business Operation Section	MicroPact IAA with Office of Chief Information Officer	\$110	Q4
Business Operation Section	Attorney Staff IAA with Office of General Counsel	\$96	Q1
Programs Branch	Freedom of Information Act Appeals IAA with United States Coast Guard	\$1	Q4
Total Planned IAAs		\$207	
TOTAL		\$1,007	

Obligation Schedule <i>Dollars in Thousands</i>	Q1 FY 2020 Planned	Q2 FY 2020 Planned	Q3 FY 2020 Planned	Q4 FY 2020 Planned
Obligations	\$5,266	\$5,027	\$5,266	\$8,378
Obligations By Percent	22%	21%	22%	35%

CRCL - Appropriated Funds Comparison <i>Dollars in Thousands</i>	FY 2018 Enacted	FY 2019 President's Budget	FY 2020 Projected
Personnel Compensation & Benefits	\$16,368	\$16,411	\$18,765
Travel	\$257	\$115	\$115
Contracts & IAAs	\$3,129	\$602	\$1,007
Other	\$267	\$40	\$240
WCF	\$3,550	\$3,657	\$3,811
Total	\$23,571	\$20,825	\$23,938

Office of the Citizenship and Immigration Services Ombudsman

As required by statute, the CIS Ombudsman assists individuals and employers in resolving problems related to United States Citizenship and Immigration Services (USCIS). In addition, the CIS Ombudsman identifies common problems experienced by individuals and employers when seeking USCIS services, and proposes changes to improve the delivery of immigration benefits. In accomplishing each of these missions, the CIS Ombudsman works independently, impartially, and confidentially, soliciting feedback from the stakeholder community, including USCIS, other government agencies, and immigration benefits' sponsors and applicants and their representatives.

The CIS Ombudsman's staff is organized into four functional units that work to resolve requests for assistance, issue policy recommendations to USCIS, engage with stakeholders in various ways including hosting an annual conference, and submit an annual report directly to Congress each year.

Executive Division

The CIS Ombudsman Executive Division functions as the liaison between the Ombudsman and DHS leaders, as well as the USCIS front office. The Executive Division approves policies and procedures, establishes program level priorities and deadlines, oversees planning, and provides guidance to the other divisions of the office. It also coordinates and directs dialogue with external stakeholders and facilitates interagency collaboration. This division conducts outreach through meetings and teleconferences with individuals, community-based organizations and other external stakeholders across the country.

Operational Division

This division provides programmatic support in the areas of human capital, budget, property and facilities; and monitors administrative policy implementation and compliance.

Case Work Division

This division directly assists individuals and employers in resolving case-specific immigration benefits problems; researches USCIS systems for case history, identifies the issue(s), inquires with USCIS to resolve issues, and communicates with stakeholders until USCIS takes action to resolve. The division serves as an early indicator by spotting trends and providing feedback to the Policy Division.

Policy Division

This division analyzes requests for assistance and stakeholder feedback to identify trends and systemic issues; conducts research and makes recommendations to USCIS; drafts an annual report to Congress; holds monthly teleconferences; hosts public engagements throughout the country; and organizes an annual conference.

Operations and Support

Operations and Engagement – PP

Office of Citizenship & Immigration Services Ombudsman Planned Obligations:
Dollars in Thousands

Program Areas	Positions	Salaries and Benefits	Travel	Contracts/ IAAs	Other Expenses	Working Capital Fund (WCF)	Totals by Office
Executive Division	6	\$980	\$10	\$154	\$18	\$130	\$1,292
Policy Division	9	\$901	\$15	\$525	\$27	\$195	\$1,664
Casework Division	20	\$2,748	\$33	\$555	\$60	\$434	\$3,830
Operations Division	7	\$809	\$12	\$0	\$21	\$152	\$994
Total	42	\$5,439	\$70	\$1,234	\$125	\$912	\$7,780

Contracts & Interagency Agreements

FY 2020 Contracts/ Interagency Agreements
Dollars in Thousands

Office	Contract Description	Planned Obligation Amounts	Expected Contract Award Date (Quarter)
Executive Division	Annual Report	\$15	Q1
Policy Division	Annual Report	\$15	Q1
Executive Division	Mission Support	\$92	Q4
Casework Division	Mission Support	\$337	Q4
Policy Division	Mission Support	\$127	Q4
Policy Division	Annual Conference Rental	\$3	Q1
Executive Division	Annual Conference Rental	\$3	Q1
Executive Division	Translation (Customs and Border Protection)	\$10	Q3
Policy Division	Translation (Customs and Border Protection)	\$10	Q3
Casework Division	Interpretation Services	\$30	Q3
Total Planned Contracts		\$641	
Executive Division	Printing (Customs and Border Protection)	\$5	Q1
Policy Division	Printing (Customs and Border Protection)	\$5	Q1
Casework Division	PALMS	\$2	Q1
Executive Division	PALMS	\$1	Q1
Casework Division	Case Assistance Analytics and Data Integration Operations and Management	\$120	Q2
Executive Division	Case Assistance Analytics and Data Integration Operations and Management	\$15	Q2
Policy Division	Case Assistance Analytics and Data Integration Operations and Management	\$45	Q2

Operations and Support

Operations and Engagement – PP

FY 2020 Contracts/ Interagency Agreements <i>Dollars in Thousands</i>			
Office	Contract Description	Planned Obligation Amounts	Expected Contract Award Date (Quarter)
Casework Division	Case Assistance Analytics and Data Integration Development	\$66	Q2
Executive Division	Case Assistance Analytics and Data Integration Development	\$14	Q2
Policy Division	Case Assistance Analytics and Data Integration Development	\$320	Q2
Total Planned IAAs		\$593	
TOTAL		\$1,234	

Obligation Schedule <i>Dollars in Thousands</i>	Q1 FY 2020 Planned	Q2 FY 2020 Planned	Q3 FY 2020 Planned	Q4 FY 2020 Planned
Obligations	\$1,712	\$2,178	\$1,712	\$2,178
Obligations By Percent	22%	28%	22%	28%

Appropriated Funds Comparison <i>Dollars in Thousand</i>	FY 2018 Enacted	FY 2019 President's Budget	FY 2020 Projected
Personnel Compensation & Benefits	\$4,034	\$3,629	\$5,439
Travel	\$70	\$70	\$70
Contracts & IAAs	\$1,261	\$944	1,234
Other	\$99	\$240	125
WCF	\$736	\$996	\$912
Total	\$6,200	\$5,879	\$7,780

Office of Partnership and Engagement

The Office of Partnership and Engagement (OPE) serves as the Department’s lead for engagement with external stakeholders at the executive level within State, local, and tribal governments, law enforcement, private sector, and academia, as well as all the national associations that represent all of these stakeholders. The OPE Assistant Secretary is the DHS Blue Campaign Chair.

OPE consists of the Office of Intergovernmental Affairs, Office for State and Local Law Enforcement, Private Sector Office, Office of Academic Engagement, The Office of Terrorism Prevention Partnerships (OTPP; formerly the Office of Community Partnerships, or OCP), Committee Management Office, Secretary’s Homeland Security Advisory Council, the Blue Campaign, as well as the “If You See Something, Say Something™” public awareness campaign.

Office of Intergovernmental Affairs

The Office of Intergovernmental Affairs (IGA) promotes an integrated national approach to homeland security by coordinating and advancing DHS’s interaction with State, local, tribal, and territorial (SLTT) governments. IGA is responsible for opening the homeland security dialogue with executive-level partners, including elected officials, at the SLTT level, along with the national associations that represent them.

SLTT governments play an important role in the creation and implementation of national policy, and IGA strives to provide a readily accessible method of direct communication for SLTT officials to raise awareness of their concerns.

“If You See Something, Say Something™” Public Awareness Campaign

The nationwide "If You See Something, Say Something™" public awareness campaign is a simple and effective program to raise public awareness of indicators of terrorism and terrorism-related crime, and to emphasize the importance of reporting suspicious activity to the proper local law enforcement authorities. Recent expansions of the "If You See Something, Say Something™" campaign include partnership with numerous sports teams and leagues, transportation agencies, private sector partners, States, cities, law enforcement, and universities.

DHS Blue Campaign

The Blue Campaign, as the unified voice for DHS efforts to combat human trafficking, works in collaboration with law enforcement, government, non-governmental organizations, and private industry to pursue the Department’s objective of identifying, investigating, and disrupting illicit activity. Through the Blue Campaign, DHS raises awareness about human trafficking by leveraging partnerships to educate the public to recognize human trafficking indicators and report suspected instances to law enforcement. It offers training to law enforcement, the public, and community members to increase detection and investigation of human trafficking, as well as to protect victims and bring suspected traffickers to justice. Below is a summary of fiscal year 2017 spending including contributions from other DHS components and the Department of Justice. In FY 2017 the program management office personnel consisted of 1 FTP.

	FY18	FY19
Requirement	Amount	Planned Amount
FTE	3	7
Salary and Benefits	\$300,292	\$623,953
Travel	\$56,756	\$80,000
Supplies and Other General Exp	\$28,572	\$0
WCF	\$175,000	\$181,892
Contracts		
IAA for Printing	\$0	\$120,000
Contract support	\$258,380	\$632,156
Contributions	\$3,685,980	\$5,150,919
Total	\$4,504,980	\$6,788,920

Office for State and Local Law Enforcement

The Office for State and Local Law Enforcement provides the Department with primary coordination engagement and advocacy for State, local, tribal, and territorial law enforcement agencies. The office leads the coordination of Department-wide activities relating to the role of State and local law enforcement in preventing, preparing for, protecting against, and responding to natural disasters, acts of terrorism, and other incidents within the United States.

Private Sector Office

The Private Sector Office (PSO) provides advises the Secretary and Department leaders with advice on issues relevant to the private sector, including academia, non-profits, Non-Governmental Organizations, and businesses. PSO also coordinates active engagement between DHS and the private sector to build strong partnerships and enhance internal and external dialogue. The Private Sector Office administers the Department’s Loaned Executive Program and Exemplar, a DHS Training with Industry pilot program.

Office of Academic Engagement

The Office of Academic Engagement (OAE) manages the Homeland Security Academic Advisory Council (HSAAC) which provides advice and recommendations to the Secretary and senior leadership on matters related to homeland security and the academic community. Additionally, OAE works with academia and the Department on issues related to campus resiliency at the Federal Emergency Management Agency (FEMA), academic research at the Science and Technology Directorate (S&T), the DHS student intern program, as well as working with Immigration and Customs Enforcement (ICE) on the Student and Exchange Visitor Program.

Committee Management Office

The Committee Management Office (CMO) exercises control and lends oversight to all DHS Federal Advisory Committee Act (FACA) related committees; equips the Designated Federal Officials (DFO) and Alternate Designated Official (DFO) of each committee with the tools necessary to carry out their committee duties, facilitates stakeholder discussions; offers innovative solutions to FACA issues; and routinely provides the Department’s senior leaders with a snapshot of the FACA program.

Homeland Security Advisory Council

The Homeland Security Advisory Council is composed of external senior leaders who provide advice and recommendations to the Secretary on matters related to homeland security. The council’s subcommittees address several key homeland security issues including: enhancing DHS’s cybersecurity workforce; collaboration between CBP and public/private partners on improving border-crossing infrastructure through the Donation Acceptance Program; and improving information sharing with faith-based communities.

Office of Terrorism Prevention Partnerships

The Office of Terrorism Prevention Partnerships (OTPP; formerly the Office of Community Partnerships, or OCP) is dedicated to the mission of countering violent extremism (CVE) and the building of community partnerships necessary to support CVE efforts. This will foster greater cooperation with the technology industry, philanthropic support for private CVE efforts, and position DHS to coordinate both its internal CVE efforts as well as those in coordination with other Federal agencies, including through the interagency CVE Task Force.

Office of Partnership & Engagement Planned Obligations:							
<i>Dollars in Thousands</i>							
Program Areas	Positions	Salaries and Benefits	Travel	Contracts/ IAAs	Other Expenses	Working Capital Fund (WCF)	Totals by Office
Office of Partnership and Engagement	2	\$461	\$13	\$0	\$19	\$59	\$551
Intergovernmental Affairs	9	\$1,220	\$56	\$0	\$84	\$265	\$1,625
Front Office	4	\$517	\$25	\$405	\$37	\$118	\$1,101
State and Local Law Enforcement	6	\$909	\$38	\$0	\$56	\$177	\$1,179
Private Sector	6	\$870	\$38	\$0	\$56	\$177	\$1,140
Homeland Security Advisory Council	2	\$391	\$13	\$0	\$19	\$59	\$481
“If You See Something, Say Something™” Campaign	1	\$156	\$6	\$2,498	\$9	\$29	\$2,699
Office of Academic Engagement	3	\$499	\$19	\$0	\$28	\$88	\$634
Committee Management Office	3	\$482	\$19	\$0	\$28	\$88	\$617
The Blue Campaign	7	\$782	\$44	\$503	\$65	\$206	\$1,600
The Office of Terrorism Prevention Partnerships (OTPP)	12	\$2,264	\$75	\$0	\$112	\$353	\$2,804
Total	55	\$8,552	\$344	\$3,406	\$513	\$1,618	\$14,433

**Operations and Support
Contracts & Interagency Agreements**

Operations and Engagement – PP

FY 2020 Contracts/ Interagency Agreements <i>Dollars in Thousands</i>			
Office	Contract Description	Planned Obligation Amounts	Expected Contract Award Date (Quarter)
OPE	See Something, Say Something	\$2,498	Q4
OPE	PALMS	\$3	Q4
OPE	SES Development	\$3	Q4
OPE	Credit Monitoring	\$3	Q3
OPE	CRM Database O&M	\$87	Q4
OPE	CRM Tool - OCIO ISSO Support	\$200	Q3
OPE	Administrative Support Services	\$109	Q4
OPE	Blue Campaign	\$503	Q4
Total Planned Contracts		\$3,406	

Obligation Schedule <i>Dollars in Thousands</i>	Q1 FY 2020 Planned	Q2 FY 2020 Planned	Q3 FY 2020 Planned	Q4 FY 2020 Planned
Obligations	\$2,887	\$2,454	\$2,742	\$6,351
Obligations By Percent	20%	17%	19%	44%

OPE - Appropriated Funds Comparison <i>Dollars in Thousands</i>	FY 2018 Enacted	FY 2019 President's Budget	FY 2020 Projected
Personnel Compensation & Benefits	\$7,119	\$7,153	\$8,552
Travel	\$286	\$286	\$344
Contracts & IAAs	\$4,349	\$3,795	\$3,406
Other	\$90	\$90	\$513
WCF	\$1,529	\$1,332	\$1,618
Total	\$13,373	\$12,656	\$14,433

Operations and Engagement – PPA Budget Authority and Obligations

Budget Authority <i>(Dollars in Thousands)</i>	FY 2018	FY 2019	FY 2020
Enacted/Request	-	-	\$46,151
Carryover and/or Recoveries (Actual/Estimates/Projections)	-	-	-
Rescissions to Current Year/Budget Year	-	-	-
Net Sequestered Resources	-	-	-
Reprogrammings/Transfers	-	-	-
Supplementals	-	-	-
Total Budget Authority	-	-	\$46,151
Collections – Reimbursable Resources	\$5,854	\$3,877	\$3,880
Total Budget Resources	\$5,854	\$3,877	\$50,031
Obligations (Actual/Estimates/Projections)	-	-	\$46,151
Personnel: Positions and FTE			
Enacted/Request Positions	-	-	198
Enacted/Request FTE	-	-	182
Onboard and Actual FTE; Includes Collections - Reimbursable Resources			
Onboard (Actual/Estimates/Projections)	-	1	199
FTE (Actual/Estimates/Projections)	-	1	183

**Operations and Engagement – PPA
Collections - Reimbursable Resources**

Collections <i>(Dollars in Thousands)</i>		FY 2018 Enacted			FY 2019 President's Budget			FY 2020 President's Budget		
		Pos.	FTE	Amount	Pos.	FTE	Amount	Pos.	FTE	Amount
Department of Homeland Security - Department of Homeland Security	Source	-	-	\$1,500	-	-	\$600	-	-	\$600
Department of Homeland Security - Federal Emergency Management Agency	Source	-	-	\$1,123	-	-	-	-	-	-
Department of Homeland Security - U.S. Immigration and Customs Enforcement	Source	-	-	\$125	-	-	\$125	-	-	\$125
Department of Homeland Security - National Protection and Programs Directorate	Source	1	1	\$813	1	1	\$859	1	1	\$862
Department of Homeland Security - U.S. Customs and Border Protection	Source	-	-	\$500	-	-	\$500	-	-	\$500
Department of Homeland Security - Office of the Secretary & Executive Management	Source	-	-	\$1,319	-	-	\$1,319	-	-	\$1,319
Department of Homeland Security - Analysis and Operations	Source	-	-	\$214	-	-	\$214	-	-	\$214
Department of Justice - Department of Justice	Source	-	-	\$60	-	-	\$60	-	-	\$60
Department of Homeland Security - Office of Health Affairs	Source	-	-	\$200	-	-	\$200	-	-	\$200
Total Collections		1	1	\$5,854	1	1	\$3,877	1	1	\$3,880

Operations and Engagement – PPA Summary of Budget Changes

Budget Formulation Activity <i>(Dollars in Thousands)</i>	Positions	FTE	Amount
FY 2018 Enacted	-	-	-
FY 2019 President's Budget	-	-	-
FY 2020 Base Budget	-	-	-
Office for Civil Rights and Civil Liberties	101	95	\$20,825
Office of Citizenship and Immigration Services Ombudsman	29	26	\$5,879
Office of Partnership and Engagement	48	45	\$12,656
Total Transfers	178	166	\$39,360
Blue Campaign Sustainment	7	7	\$1,600
FERS Agency Contribution	-	-	\$473
GSA Rent Enhancement	-	-	\$151
National Capital Region Infrastructure Operations (NCRIO) Sustainment	-	-	\$442
Total, Pricing Increases	7	7	\$2,666
Base Reduction	-	-	(\$593)
FPS Fee Adjustment	-	-	(\$8)
Total, Pricing Decreases	-	-	(\$601)
Total Adjustments-to-Base	185	173	\$41,425
FY 2020 Current Services	185	173	\$41,425
CISOMB - Executive Order Support Personnel	13	9	\$1,591
CISOMB - Fully Funding On-board FTEs	-	-	\$235
CRCL - Executive Order Support Staff Sustainment	-	-	\$2,900
Total, Program Increases	13	9	\$4,726
FY 2020 Request	198	182	\$46,151
FY 2019 To FY 2020 Change	198	182	\$46,151

**Operations and Engagement – PPA
Personnel Compensation and Benefits**

Pay Summary

Organization <i>(Dollars in Thousands)</i>	FY 2018 Enacted				FY 2019 President's Budget				FY 2020 President's Budget				FY 2019 to FY 2020 Total			
	Pos.	FTE	Amount	Rate	Pos.	FTE	Amount	Rate	Pos.	FTE	Amount	Rate	Pos.	FTE	Amount	Rate
Operations and Engagement	-	-	-	-	-	-	-	-	198	182	\$32,756	\$179.98	198	182	\$32,756	\$179.98
Total	-	-	-	-	-	-	-	-	198	182	\$32,756	\$179.98	198	182	\$32,756	\$179.98
Discretionary - Appropriation	-	-	-	-	-	-	-	-	198	182	\$32,756	\$179.98	198	182	\$32,756	\$179.98

Pay by Object Class

Pay Object Classes <i>(Dollars in Thousands)</i>	FY 2018 Enacted	FY 2019 President's Budget	FY 2020 President's Budget	FY 2019 - FY 2020 Change
11.1 Full-time Permanent	-	-	\$23,352	\$23,352
11.3 Other than Full-Time Permanent	-	-	\$472	\$472
11.5 Other Personnel Compensation	-	-	\$199	\$199
12.1 Civilian Personnel Benefits	-	-	\$8,733	\$8,733
Total - Personnel Compensation and Benefits	-	-	\$32,756	\$32,756
Positions and FTE				
Positions - Civilian	-	-	198	198
FTE - Civilian	-	-	182	182

Pay Cost Drivers

Leading Cost-Drivers <i>Dollars in Thousands</i>	FY 2018 Enacted			FY 2019 President’s Budget			FY 2020 President’s Budget			FY 2019 to FY 2020 Total Changes		
	FTE	Amount	Rate	FTE	Amount	Rate	FTE	Amount	Rate	FTE	Amount	Rate
Operations and Engagement	-	-	-	-	-	-	182	\$32,756	\$179.98	182	\$32,756	\$179.98
Total – Pay Cost Drivers	-	-	-	-	-	-	182	\$32,756	\$179.98	182	\$32,756	\$179.98

Explanation of Pay Cost Driver

Operations and Engagement: The FY 2020 FTE request reflects an increase of 198 positions and 182 FTE due to the realignment of CRCL, CISOMB, and OPE into the newly formed Operations and Engagement PPA. The realignment includes an increase of 20 positions and 16 FTE for the sustainment of the Blue Campaign Program Management Office (PMO) (7 positions and 7 FTE) and a program increase for CISOMB support personnel (13 positions and 9 FTE). The increase is also associated with the annualization of OGC’s staffing increase in FY 2019, the sustainment of OPE’s Blue Campaign program management office, and CISOMB’s program changes to enhance support personnel. Also included are cost consistent with the FERS agency contribution increase and average cost change associated with the adjustments within the base budget.

**Operations and Engagement – PPA
Non Pay Budget Exhibits**

Non Pay Summary

Organization <i>(Dollars in Thousands)</i>	FY 2018 Enacted	FY 2019 President's Budget	FY 2020 President's Budget	FY 2019 to FY 2020 Total Changes
Operations and Engagement	-	-	\$13,395	\$13,395
Total	-	-	\$13,395	\$13,395
Discretionary - Appropriation	-	-	\$13,395	\$13,395

Non Pay by Object Class

Non-Pay Object Classes <i>(Dollars in Thousands)</i>	FY 2018 Enacted	FY 2019 President's Budget	FY 2020 President's Budget	FY 2019 to FY 2020 Change
21.0 Travel and Transportation of Persons	-	-	\$529	\$529
25.1 Advisory and Assistance Services	-	-	\$2,103	\$2,103
25.2 Other Services from Non-Federal Sources	-	-	\$3,318	\$3,318
25.3 Other Goods and Services from Federal Sources	-	-	\$6,766	\$6,766
25.7 Operation and Maintenance of Equipment	-	-	\$459	\$459
26.0 Supplies and Materials	-	-	\$200	\$200
31.0 Equipment	-	-	\$20	\$20
Total - Non Pay Object Classes	-	-	\$13,395	\$13,395

Non Pay Cost Drivers

Leading Non Pay Cost-Drivers <i>Dollars in Thousands</i>	FY 2018 Enacted	FY 2019 President's Budget	FY 2020 President's Budget	FY 2019 to FY 2020 Total Changes
Travel	-	-	\$529	\$529
Inter/Intra Agency Agreements (IAAs) and Contractual Services	-	-	\$5,648	\$5,648
Services from Federal Sources (WCF)	-	-	\$6,340	\$6,340
Other Costs	-	-	\$878	\$878
Total – Non Pay Cost Drivers	-	-	\$13,395	\$13,395

Explanation of Non Pay Cost Drivers

Travel: Travel expenses consist of airfare, lodging, meals, and miscellaneous and incidentals expenses. Operations and Engagement personnel travel in direct support of the Department's priorities including but not limited to: facilitate communication and serve as Departmental liaisons between DHS, SLTT governments, law enforcement, academia, the private sector, local community members, and the organizations that represent them; Community Engagement and countering violent extremism outreach efforts; conduct roundtable meetings; meet with a variety of stakeholders across the country, including USCIS leadership at their facilities; and conduct site visits. Increases are associated with the realignment of CRCL, CISOMB, and OPE into the newly formed Operations and Engagement PPA.

Inter/Intra Agency Agreements (IAAs) and Contractual Services: Operations and Engagement leverages contract support and interagency agreements to procure a variety of different services. See the charts labeled "Contracts & Interagency Agreements" below for more details. Additionally, increases are associated with the realignment of CRCL, CISOMB, and OPE into the newly formed Operations and Engagement PPA.

Services from Federal Sources (WCF): The Operations and Engagement incurs expenses payable to the DHS Working Capital Fund (WCF), which is a fully reimbursable fund that finances a full range of support services to DHS for services provided. This centrally-managed account provides Department-wide functions, of which the top five activity costs are the following: GSA Rent; financial and accounting shared services; information technology; CLAN operations; and mail services. WCF allocates costs based on various algorithms, depending on the service provided. Additionally, increases are associated with the realignment of CRCL, CISOMB, and OPE into the newly formed Operations and Engagement PPA and the increased cost of GSA Rent.

Other Costs: The Operations and Engagement incurs expenses for items such as paper, toner, educational tools, printing, and other office supplies and equipment. Additionally, increases are associated with the realignment of CRCL, CISOMB, and OPE into the newly formed Operations and Engagement PPA.

Office of Strategy, Policy, Plans – PPA

Budget Comparison and Adjustments

Comparison of Budget Authority and Request

Organization <i>(Dollars in Thousands)</i>	FY 2018 Enacted			FY 2019 President's Budget			FY 2020 President's Budget			FY 2019 to FY 2020 Total Changes		
	Pos.	FTE	Amount	Pos.	FTE	Amount	Pos.	FTE	Amount	Pos.	FTE	Amount
Office of Strategy, Policy, and Plans	180	169	\$40,524	168	157	\$34,683	167	156	\$35,680	(1)	(1)	\$997
Total	180	169	\$40,524	168	157	\$34,683	167	156	\$35,680	(1)	(1)	\$997
Subtotal Discretionary - Appropriation	180	169	\$40,524	168	157	\$34,683	167	156	\$35,680	(1)	(1)	\$997

PPA Level I Description

The PLCY PPA serves as the Department’s principal source of policy development and decision analysis for DHS senior leadership and Secretarial initiatives and for other critical matters that may arise in a dynamic threat environment. The Executive Office of PLCY manages sub-offices managed by the PLCY Executive Office to include Threat Prevention & Security Policy (TPSP), Strategy, Plans, Analysis, & Risk (SPAR), Border, Immigration, & Trade Policy, and International Engagement.

Office of Strategy, Policy, and Plans – PPA

FY 2020 Expenditure Plan

In response to direction provided in the Conference Report 115-164, accompanying the FY 2018 Consolidated Appropriation Act (P.L. 115-141), expenditure plan information is being included for all PPAs within this account.

Office of Strategy, Policy, and Plans

The Office of Policy serves as a central resource to the Secretary and other Department leaders for policy development and review, strategic planning and analysis, and facilitation of decision-making on the full breadth of issues that may arise across the dynamic homeland security enterprise. PLCY is responsible for strengthening our Nation’s homeland security by developing DHS-wide policies, programs, and planning to promote and ensure the highest level of performance, quality, consistency, and integration in the execution of all homeland security missions. PLCY represents and coordinates the consolidated DHS position at White House interagency committee meetings. The Office develops and articulates the long-term strategic view of the Department and translates the Secretary’s strategic priorities into planning products that drive increased operational effectiveness through integration, prioritization, and resource allocation.

Office of Strategy, Policy, and Plans Executive Office

The Executive Office includes the Under Secretary and Deputy Under Secretary positions and also manages the following: the Executive Secretariat functions; training and education programs, which include intern and Presidential Management Fellow programs; operations and resource management; Freedom of Information Act requests and inquiries; Privacy and Audit Liaison functions; and the Department’s coordination process for Policy Coordination Committees (PCCs). Moreover, The Executive Office provides a centralized coordination point for developing and communicating policies across multiple sub-offices within PLCY, throughout the Department, and across the homeland security enterprise. The Under Secretary serves as the coordinator of Department-wide policies and planning to advance and ensure consistency and integration among DHS missions.

Threat Prevention & Security Policy

Threat Prevention and Security Policy (TPSP) is responsible for the policy development and policy coordination in all DHS mission areas related to screening coordination, law enforcement, and information sharing policies. DHS has substantial Federal law enforcement responsibilities, and TPSP ensures coordination and consistency across the Department’s law enforcement agencies and with other U.S. Government law enforcement agencies. TPSP also works to improve screening coordination and risk-based programs and policies to allow the Department to interdict threats at the earliest opportunities. DHS is both a producer and a consumer of information used by the national security, intelligence, and military communities, and TPSP ensures proper sharing and coordination of information essential to DHS’s ability to fulfill its mission.

Strategy, Plans, Analysis & Risk

Strategy, Plans, Analysis & Risk (SPAR) provides the Department with an integrated and DHS-wide capability for strategy development, strategic planning, long-term assessment, and decision analysis, including statistical and economic analysis and risk assessment and modeling. SPAR serves as the Department’s primary point of contact for strategy and policy planning offices in DHS Components, other Federal departments and agencies, and the White House. SPAR also represents DHS on the National Security Council’s Strategic Planning Policy Coordination Committee (PCC) and major interagency strategy reviews. SPAR serves a leading role in implementing the Secretary’s Guidance to Results efforts within the Department to link strategy and policy with capabilities and joint requirements analysis, programming and budgeting, operational planning and major investment oversight. SPAR is also leading many initiatives, intended to build and mature the Department into one that is greater than the sum of its parts, enhancing traceability between strategic objectives, budgeting, acquisition decisions, operational planning and mission execution, in order to improve both Departmental cohesiveness and operational effectiveness.

Border, Immigration & Trade Policy

Border, Immigration & Trade (BIT) provides policy development and analysis across the Department’s mission priorities, including foreign investment, trade, transport security, immigration, and America’s policies. BIT develops and coordinates policy for security of transportation systems and the global supply chain and advises on policy matters and leadership decisions regarding the impact of trade and immigration/migration flows on border and cargo security. BIT leads DHS engagement with governments, international organizations, and regional groups in the Western Hemisphere on the full range of issues within the DHS portfolio. BIT serves as the Department’s primary representative to the National Security Council PCCs related to the topics outlined above and to include Transborder Security, Maritime Security, Immigration, the Arctic, Unmanned Aircraft System, country-specific PCCs for Western Hemisphere Countries, Beyond the Border, 21st Century Border, and North American Leaders’ Summit. BIT also supports the Department’s engagement with Western Hemisphere countries and leads intra-DHS policy deliberations and processes.

International Engagement

International Engagement provides the Department with planning, integration, and facilitation of international engagement activities and serves as the principal coordinator to the Office of the Secretary and other leadership of the Department for cross-Component international activities outside of the Western Hemisphere. Additionally, International Engagement coordinates, integrates, and facilitates the strategic development and execution of the Department’s international plans and policies, including international relations, initiatives, training, visits, and preparation and placement of personnel abroad, for the countries of Africa, Asia, Europe, and the Middle East.

International Engagement conducts, coordinates, and facilitates DHS multilateral, regional, and bilateral relations with foreign governments, international organizations, and international non-governmental organizations, as well as serves as a lead departmental representative in coordinating DHS positions in interagency policy deliberations affecting foreign relations, for countries outside of the Western Hemisphere. In addition, OIE leverages DHS expertise enterprise-wide to expand the scope of DHS international training and technical assistance (“Security Sector Assistance”).

Office of Strategy, Policy, and Plans Planned Obligations: <i>Dollars in Thousands</i>							
Program Areas	Positions	Salaries and Benefits	Travel	Contracts/ IAAs	Other Expenses	Working Capital Fund (WCF)	Totals by Office
Policy Executive Office	18	\$2,193	\$65	\$0	\$22	\$567	\$2,847
Threat Prevention & Security Policy	52	\$7,891	\$187	\$0	\$65	\$1,637	\$9,779
Strategy, Plans, Analysis & Risk	34	\$5,659	\$122	\$0	\$42	\$1,070	\$6,894
Border, Immigration & Trade Policy	36	\$5,443	\$129	\$3,024	\$45	\$1,133	\$9,774
International Engagement	17	\$3,018	\$61	\$1,445	\$21	\$535	\$5,080
Cyber, Infrastructure & Resilience Policy	10	\$920	\$36	\$0	\$12	\$315	\$1,283
Total	167	\$25,124	\$600	\$4,469	\$208	\$5,256	\$35,658

Contracts & Interagency Agreements

FY 2020 Contracts/ Interagency Agreements <i>Dollars in Thousands</i>			
Office	Contract Description	Planned Obligation Amounts	Expected Contract Award Date (Quarter)
Border, Immigration & Trade Policy	CFIUS case management support	\$2,700	Q3
Border, Immigration & Trade Policy	License fee for maintaining statistical analysis software	\$44	Q2
Border, Immigration & Trade Policy	Technical document layout and 508 remediation for OIS publications	\$60	Q4
Total Planned Contracts		\$2,804	
Border, Immigration & Trade Policy	OIS computer support at DC1	\$220	Q2
International Engagement	Attaché Funding	\$600	Q1/Q2/ Q3/Q4
International Engagement	(1) International Cooperative Administrative Support Services and (2) Capital Security Cost Sharing & Maintenance Cost Sharing	\$800	Q4
International Engagement	Support provided by DOS posts abroad for TDY visits	\$15	Q1/Q2/Q3/Q4
International Engagement	Interpretation and translation service provided by DOS	\$30	Q1
Total Planned IAAs		\$1,665	
TOTAL		\$4,469	

Operations and Support

Obligation Schedule <i>Dollars in Thousands</i>	Q1 FY 2020 Planned	Q2 FY 2020 Planned	Q3 FY 2020 Planned	Q4 FY 2020 Planned
Obligations	\$8,201	\$8,201	\$9,272	\$9,984
Obligations By Percent	23%	23%	26%	28%

Appropriated Funds Comparison <i>Dollars in Thousands</i>	FY 2018 Enacted	FY 2019 President’s Budget	FY 2020 Projected
Personnel Compensation & Benefits	\$26,866	\$24,228	\$25,124
Travel	\$600	\$600	\$600
Contracts & IAAs	\$8,141	\$5,037	\$4,469
Other	\$327	\$245	\$208
WCF	\$4,590	\$4,573	\$5,256
Total	\$40,524	\$34,683	\$35,658

Office of Strategy, Policy, and Plans – PPA
Budget Authority and Obligations

Budget Authority <i>(Dollars in Thousands)</i>	FY 2018	FY 2019	FY 2020
Enacted/Request	\$40,524	\$34,683	\$35,680
Carryover and/or Recoveries (Actual/Estimates/Projections)	-	-	-
Rescissions to Current Year/Budget Year	-	-	-
Net Sequestered Resources	-	-	-
Reprogrammings/Transfers	-	-	-
Supplementals	-	-	-
Total Budget Authority	\$40,524	\$34,683	\$35,680
Collections – Reimbursable Resources	\$3,206	\$448	\$448
Total Budget Resources	\$43,730	\$35,131	\$36,128
Obligations (Actual/Estimates/Projections)	\$37,285	\$33,931	\$33,931
Personnel: Positions and FTE			
Enacted/Request Positions	180	168	167
Enacted/Request FTE	169	157	156
Onboard and Actual FTE; Includes Collections - Reimbursable Resources			
Onboard (Actual/Estimates/Projections)	182	170	169
FTE (Actual/Estimates/Projections)	171	159	158

**Office of Strategy Policy, and Plans – PPA
Collections – Reimbursable Resources**

Collections <i>(Dollars in Thousands)</i>		FY 2018 Enacted			FY 2019 President's Budget			FY 2020 President's Budget		
		Pos.	FTE	Amount	Pos.	FTE	Amount	Pos.	FTE	Amount
Department of Health and Human Services - Centers for Medicare and Medicaid	Source	-	-	\$66	-	-	-	-	-	-
Department of Homeland Security - Department of Homeland Security	Source	-	-	-	1	1	\$224	1	1	\$224
Independent Agency - Central Intelligence Agency	Source	-	-	\$6	-	-	-	-	-	-
Department of Homeland Security - Federal Emergency Management Agency	Source	-	-	\$2,817	-	-	-	-	-	-
Department of Homeland Security - National Protection and Programs Directorate	Source	-	-	\$3	-	-	-	-	-	-
Office of Director of National Intelligence	Source	-	-	\$314	1	1	\$224	1	1	\$224
Total Collections		-	-	\$3,206	2	2	\$448	2	2	\$448

Office of Strategy, Policy, and Plans – PPA
Summary of Budget Changes

Budget Formulation Activity <i>(Dollars in Thousands)</i>	Positions	FTE	Amount
FY 2018 Enacted	180	169	\$40,524
FY 2019 President's Budget	168	157	\$34,683
FY 2020 Base Budget	168	157	\$34,683
Annualization of FY19 Program Increase (IDII)	-	-	\$467
FERS Agency Contribution	-	-	\$425
GSA Rent Enhancement	-	-	\$317
National Capital Region Infrastructure Operations (NCRIO) Sustainment	-	-	\$367
Total, Pricing Increases	-	-	\$1,576
Base Reduction	-	-	(\$388)
FPS Fee Adjustment	-	-	(\$1)
Total, Pricing Decreases	-	-	(\$389)
Total Adjustments-to-Base	-	-	\$1,187
FY 2020 Current Services	168	157	\$35,870
PLCY Lexicon Program	(1)	(1)	(\$190)
Total, Program Decreases	(1)	(1)	(\$190)
FY 2020 Request	167	156	\$35,680
FY 2019 To FY 2020 Change	(1)	(1)	\$997

**Office of Strategy, Policy, and Plans – PPA
Personnel Compensation and Benefits**

Pay Summary

Organization <i>(Dollars in Thousands)</i>	FY 2018 Enacted				FY 2019 President's Budget				FY 2020 President's Budget				FY 2019 to FY 2020 Total			
	Pos.	FTE	Amount	Rate	Pos.	FTE	Amount	Rate	Pos.	FTE	Amount	Rate	Pos.	FTE	Amount	Rate
Office of Strategy, Policy, and Plans	180	169	\$26,866	\$158.97	168	157	\$24,228	\$154.32	167	156	\$25,147	\$161.2	(1)	(1)	\$919	\$6.88
Total	180	169	\$26,866	\$158.97	168	157	\$24,228	\$154.32	167	156	\$25,147	\$161.2	(1)	(1)	\$919	\$6.88
Discretionary - Appropriation	180	169	\$26,866	\$158.97	168	157	\$24,228	\$154.32	167	156	\$25,147	\$161.2	(1)	(1)	\$919	\$6.88

Pay by Object Class

Pay Object Classes <i>(Dollars in Thousands)</i>	FY 2018 Enacted	FY 2019 President's Budget	FY 2020 President's Budget	FY 2019 - FY 2020 Change
11.1 Full-time Permanent	\$19,226	\$17,387	\$17,733	\$346
11.3 Other than Full-Time Permanent	\$1,105	\$1,107	\$1,107	-
11.5 Other Personnel Compensation	\$445	\$445	\$445	-
12.1 Civilian Personnel Benefits	\$6,090	\$5,289	\$5,862	\$573
Total - Personnel Compensation and Benefits	\$26,866	\$24,228	\$25,147	\$919
Positions and FTE				
Positions - Civilian	180	168	167	(1)
FTE - Civilian	169	157	156	(1)

Pay Cost Drivers

Leading Cost-Drivers <i>Dollars in Thousands</i>	FY 2018 Enacted			FY 2019 President’s Budget			FY 2020 President’s Budget			FY 2019 to FY 2020 Total Changes		
	FTE	Amount	Rate	FTE	Amount	Rate	FTE	Amount	Rate	FTE	Amount	Rate
Office of Strategy, Policy, and Plans	169	\$26,866	\$158.97	157	\$24,228	\$154.32	156	\$25,147	\$161.20	156	\$25,147	\$161.20
Total – Pay Cost Drivers	169	\$26,866	\$158.97	157	\$24,228	\$154.32	156	\$25,147	\$161.20	156	\$25,147	\$161.20

Explanation of Pay Cost Driver

Office of Strategy, Policy, and Plans: The 2020 FTE request reflects a decrease of one position and one FTE associated with the transfer of the Lexicon program to the Management Directorate. These cost also reflect increases for the FERS agency contribution, Immigration Data Integration Initiative (IDII), and a decrease for the transfer of the Lexicon program to the Management Directorate. Additionally, cost support changes associated with the adjustments within the base budget.

**Office of Strategy, Policy, and Plans – PPA
Non Pay Budget Exhibits**

Non Pay Summary

Organization <i>(Dollars in Thousands)</i>	FY 2018 Enacted	FY 2019 President's Budget	FY 2020 President's Budget	FY 2019 to FY 2020 Total Changes
Office of Strategy, Policy, and Plans	\$13,658	\$10,455	\$10,533	\$78
Total	\$13,658	\$10,455	\$10,533	\$78
Discretionary - Appropriation	\$13,658	\$10,455	\$10,533	\$78

Non Pay by Object Class

Non-Pay Object Classes <i>(Dollars in Thousands)</i>	FY 2018 Enacted	FY 2019 President's Budget	FY 2020 President's Budget	FY 2019 to FY 2020 Change
21.0 Travel and Transportation of Persons	\$600	\$600	\$600	-
23.1 Rental Payments to GSA	\$1,832	\$1,832	-	(\$1,832)
24.0 Printing and Reproduction	\$10	\$10	\$10	-
25.1 Advisory and Assistance Services	\$5,847	\$2,560	\$2,405	(\$155)
25.2 Other Services from Non-Federal Sources	\$74	\$74	\$74	-
25.3 Other Goods and Services from Federal Sources	\$4,978	\$5,062	\$7,338	\$2,276
25.7 Operation and Maintenance of Equipment	\$220	\$220	-	(\$220)
26.0 Supplies and Materials	\$67	\$67	\$86	\$19
31.0 Equipment	\$30	\$30	\$20	(\$10)
Total - Non Pay Object Classes	\$13,658	\$10,455	\$10,533	\$78

Non Pay Cost Drivers

Leading Non Pay Cost-Drivers <i>Dollars in Thousands</i>	FY 2018 Enacted	FY 2019 President’s Budget	FY 2020 OMB Submission	FY 2019 to FY 2020 Total Changes
Travel	\$600	\$600	\$600	\$0
Inter/Intra Agency Agreements and Contractual Services	\$8,141	\$5,037	\$4,469	(\$568)
Services from Federal Sources (WCF)	\$4,590	\$4,573	\$5,256	\$683
Other Costs	\$327	\$245	\$208	(\$37)
Total – Non Pay Cost Drivers	\$13,658	\$10,455	\$10,533	\$78

Explanation of Non Pay Cost Drivers

Travel: Travel expenses consist of airfare, lodging, meals, and miscellaneous and incidentals expenses. PLCY personnel travel in direct support of the Department’s priorities related to raising international aviation security standards, improving global cargo and supply chain security, enhancing domestic and foreign security operations, and expanding international collaboration in travel, border security, and cybersecurity. In addition, travel plays a key role in enforcing congressionally mandated initiatives, including Visa Waiver Program negotiations, compliance, and enforcement as well as CFIUS monitoring, compliance, and enforcement.

Inter/Intra Agency Agreements and Contractual Services: Several divisions within the Office of Policy leverage contract support and interagency agreements to procure a variety of different services. See the chart labeled “Contracts & Interagency Agreements” below for more details. Decreases are associated with a realignments between non-pay object classes.

Services from Federal Sources (WCF): PLCY incurs expenses payable to the DHS Working Capital Fund (WCF), which is a fully reimbursable fund that finances a full range of support services to DHS for services provided. This centrally-managed account provides Department-wide functions, of which the top five activity costs are the following: GSA Rent; financial and accounting shared services; information technology; CLAN operations; and mail services. WCF allocates costs based on various algorithms, depending on the service provided. Increases are associated with the change in the cost of GSA Rent.

Other Costs: PLCY budgeted for items such as training, paper, toner, training tools, books, and other office supplies and equipment. Decreases are associated with a realignments between non-pay object classes.

*Management and Oversight – PPA***Budget Comparison and Adjustments****Comparison of Budget Authority and Request**

Organization <i>(Dollars in Thousands)</i>	FY 2018 Enacted			FY 2019 President's Budget			FY 2020 President's Budget			FY 2019 to FY 2020 Total Changes		
	Pos.	FTE	Amount	Pos.	FTE	Amount	Pos.	FTE	Amount	Pos.	FTE	Amount
Management and Oversight	-	-	-	-	-	-	278	252	\$59,479	278	252	\$59,479
Total	-	-	-	-	-	-	278	252	\$59,479	278	252	\$59,479
Subtotal Discretionary - Appropriation	-	-	-	-	-	-	278	252	\$59,479	278	252	\$59,479

PPA Level I Description

The Management and Oversight PPA supports the core functions of the Office of the Secretary, Office of General Counsel (OGC), Privacy Office (PRIV), Office of Public Affairs (OPA), and the Office of Legislative Affairs (OLA).

Office of the Secretary: The Office of the Secretary's role is to provide executive leadership, management, direction, and oversight for the Department's Components. The Secretary represents DHS to the President, Congress, State, local, tribal and territorial partners, and the general public. Supporting the Office of the Secretary are the Deputy Secretary, Chief of Staff, Executive Secretary, and the Joint Requirements Council (JRC).

Office of General Counsel (OGC): Provides legal advice and counsel to the Secretary and other Department leadership. The OGC is responsible for ensuring that Department programs and activities fully comply with all applicable legal requirements. OGC oversees several law divisions, which include Regulatory Affairs, Operations and Enforcement, Intelligence, Technology Programs, Immigration, Legal Counsel, National Protection and Programs, Ethics, Management and the General Law Division.

Privacy Office (PRIV): Protects personally Identifiable Information (PII) and Departmental information through the identification, documentation, and mitigation of privacy risks and the implementation of best practices. The Privacy Office accomplishes its mission through five teams, which includes the FOIA Team, Policy and Oversight Team, Security, Safeguarding and Information Sharing Team, Compliance Team, and Privacy Administrative Coordination Team.

Office of Public Affairs (OPA): Provides oversight and management of all external and internal communications. OPA responds to media inquiries, maintains and updates the Department's website, writes speeches for principals and reviews and coordinates speaking events for Department officials.

Office of Legislative Affairs (OLA): Executes the Secretary’s legislative and congressional relations priorities and serves as the Department’s principal coordinator to Members of Congress and their congressional staff, the White House, and other departments and agencies.

Management and Oversight PPA FY 2020 Expenditure Plan

In response to direction provided in the Conference Report 115-164, accompanying the FY 2018 Consolidated Appropriation Act (P.L. 115-141), expenditure plan information is being included for all PPAs within this account.

The new Management and Oversight PPA contains the following offices: the Office of the General Counsel, the Office of Legislative Affairs, the Office of Public Affairs, the Office of the Secretary, and the Privacy Office. In the following section you will find detailed expenditure plans for each of these offices.

Office of the General Counsel

By statute, the General Counsel is the Department's chief legal officer. The General Counsel provides legal advice and counsel to the Secretary and other Department leadership. The General Counsel is responsible for ensuring that Department programs and activities fully comply with all applicable legal requirements, and that efforts to secure the Nation are consistent with the civil rights and civil liberties of our citizens. OGC oversees all Department attorneys. OGC also provides legal advice on all of the Department's missions including immigration, international law, maritime safety and security, transportation security, border security law, cyber security, fiscal and appropriations law, environmental law, and others. OGC ensures that all legal advice provided to the Department, and all legal positions taken by the Department, represent a unified legal posture that supports the Department's mission. As the Department's mission and responsibilities increases or adapts to new threats, the Department's need for prompt, accurate, and high quality legal support increases.

OGC Front Office

The OGC Front Office consists of the General Counsel (who is a Presidentially-appointed, Senate-confirmed official), a Principal Deputy General Counsel, two Deputy General Counsel, the Chief of Staff, and a Counselor to the General Counsel. The Front Office also includes a Confidential Assistant, and two Executive Assistants. As the Department's chief legal officer, the General Counsel is the principal legal advisor to the Secretary of Homeland Security, and all of the Department's approximately 2,500 attorneys ultimately report to the General Counsel. Each Deputy General Counsel (including the Principal Deputy) manages a portfolio that oversees both OGC Headquarters divisions, as well as Component legal offices. The OGC's Management Division is managed by the Chief of Staff.

The General Law Division

The General Law Division (GLD) advises the Secretary and other Department leaders on legal issues associated with the management and operation of the Department. GLD regularly coordinates with Component Chief Counsel Offices on critical legal issues that are relevant to multiple DHS components. GLD oversees portfolios involved with administrative law; fiscal law; appropriations; the Vacancy Reform Act; grants; labor and employment law; torts; acquisition and procurement law; delegations and authorities; and environmental and property law matters. Additionally, they operate and oversee the Board for Correction of Military Records (BCMR) of the United States Coast Guard (USCG).

Regulatory Affairs Law Division

The Regulatory Affairs Law Division (RLD) advises the Secretary and other Department leaders on legal and economic issues associated with DHS regulatory actions and ensures that those actions comply with constitutional, statutory, and other legal requirements. RLD manages the DHS regulatory docket; develops the DHS regulatory and deregulatory agenda; oversees the regulatory process for the Department; and provides leadership for regulatory and administrative law practice matters. This Division provides substantive legal review on numerous DHS regulations and manages the clearance of hundreds of interagency regulations each year. They also oversee execution of Executive Orders 13771 (Reducing Regulation and Controlling Regulatory Costs) and 13777 (Enforcing the Regulatory Reform Agenda.)

The Operations and Enforcement Law Division

The Operations and Enforcement Law Division (OELD) advises the Secretary and other Department leaders on legal issues associated with enforcement and operational activities designed to protect the United States from, respond to, and recover from both natural and man-made threats. OELD is involved in operations and enforcement of legal issues that concern Secretarial authorities, two or more DHS components, or the Department's role in relation to interagency operations. The Division provides legal advice regarding: air, land, and maritime domain security; border, cargo, and port security; counterterrorism; crisis cell leadership; domestic incident management; exercises; international law support; law enforcement; national security; transportation security; and trade and foreign investment.

Intelligence Law

The Intelligence Law Division (ILD) supports the Office of Intelligence and Analysis (I&A). ILD advises I&A and DHS leadership on the legal issues associated with intelligence activities and information safeguarding. ILD provides comprehensive legal support for the Department's data and information sharing initiatives, as well as Executive Order 13780 (Protecting the Nation from Foreign Terrorist Entry into the United States.) The Division also represents DHS in engagements with counterparts in other agencies and throughout Federal, State and local governments to address intelligence law matters in a coordinated manner.

Technology Programs Law

The Technology Programs Law Division (TPLD) supports the Science and Technology Directorate (S&T). TPLD works on international cooperative agreements; medical and public health matters; bio-defense and bio-surveillance; federally funded research and development centers; and technology transfers. This Division also addresses legal issues related to research and development, compliance, grants, acquisition, technology transfer, and medical and health security matters, including biodefense and bio-surveillance. Additionally, TPLD houses the Department's Intellectual Property Group, which provides Department-wide legal support for intellectual property law matters, patent, trademark, copyright, data rights, and litigation issues.

Immigration Law

The Immigration Law Division (IMM) advises the Secretary and other Department leaders on immigration and nationalization. The Division provides expert legal advice to other DHS components and provides litigation support to the Department of Justice in immigration and national security matters in Federal courts. IMM also assists with immigration-related administrative, legislative, regulatory and policy initiatives. IMM also works on numerous immigration issues related to: removal; arrest and detention; national security; asylum, refugees; unaccompanied minors and victims of human trafficking; visa adjudication; and international human rights treaty obligations.

Legal Counsel

The Legal Counsel Division (LCD) advises the Secretary and other Department leaders on significant legal issues associated with litigation; legislation; the Freedom of Information Act (FOIA); civil rights and civil liberties; privacy; and oversight matters involving Congress, the U.S. Government Accountability Office, and the DHS Inspector General. LCD regularly coordinates agency positions across the Department in high profile legislative and litigation matters, including numerous cases before the Supreme Court, that have large-scale implications for DHS and its components.

Cybersecurity and Infrastructure Security Agency Law

The National Protection and Programs Legal Division (NPPLD) supports the Cybersecurity and Infrastructure Security Agency (CISA), which is led by a Senate-confirmed Director. CISA currently provides full reimbursable funding to support all CISA attorneys within the Office of the General Counsel. CISA is preparing the final actions that will enable the General Counsel to establish NPPLD as the Office of the Chief Counsel within CISA. This legal division, and future Office of the Chief Counsel, provides expertise on legal issues concerning: cybersecurity; infrastructure protection; chemical facility security; and the Federal Protective Service. As part of its responsibilities, this Division negotiates over 200 agreements every year with private companies and Federal agencies to provide cybersecurity capabilities, and trains more than 1,500 Federal personnel each year.

Ethics

The Ethics Division (ELD) advises the Secretary, other Department leaders, and Headquarters employees on the application of conflict of interest statutes and regulations; ethics regulations; and Departmental ethics policy. Critical legal issues handled by this Division include: advice regarding gift acceptance; endorsement and preferential treatment mitigation; impartiality; misuse of position; post-Government employment and rules about teaching; speaking and writing engagements. ELD also coordinates and manages the DHS Ethics Program, including training and implementation of the financial disclosure program for over 3,000 DHS employees.

Management Division

The Management Division (MGMT) provides management, operational, and mission support for OGC Headquarters. Specific responsibilities include: financial oversight and budget planning, personnel management; employee training, management of controlled and executive correspondence, systems management, and strategic planning. MGMT engages with counterparts in component counsel and DHS HQ offices on cross-cutting management issues.

Secretary's Honors Program

The Secretary's Honors Program for Attorneys is the cornerstone program for entry-level attorney hiring within DHS OGC. This program has been an integral part of OGC's attorney recruitment and training process since 2007. Approximately 90% of the honors attorneys continue with DHS after completion of the program. The Program offers entry-level attorneys the opportunity to practice law in a variety of subject areas at the Department either directly after graduation or following a judicial clerkship. Honors Attorneys are hired for a two-year term during which they participate in four six-month rotations at OGC Headquarters and in the component legal offices. At the end of the two years, these attorneys move into open attorney positions either at OGC Headquarters or in one of the component legal offices. OGC is responsible for the program operation; salary and benefits; recruitment; hiring training and management of participating attorneys.

Office of General Counsel Engagement Planned Obligations: <i>Dollars in Thousands</i>							
Program Areas	Positions	Salaries and Benefits	Travel	Contracts/ IAAs	Other Expenses	Working Capital Fund (WCF) ¹	Totals by Office
OGC Front Office	10	\$1,747	\$17	\$0	\$7	\$254	\$2,026
General Law	19	\$3,528	\$33	\$66	\$14	\$483	\$4,124
Regulatory Affairs Law	14	\$2,606	\$24	\$294	\$10	\$356	\$3,289
Operations and Enforcement Law	10	\$1,891	\$17	\$0	\$7	\$254	\$2,169
Intelligence Law	1	\$230	\$2	\$0	\$1	\$25	\$258
Technology Programs Law	3	\$664	\$5	\$0	\$2	\$76	\$748
Immigration Law	6	\$953	\$10	\$0	\$4	\$152	\$1,121
Legal Counsel	17	\$2,799	\$29	\$0	\$13	\$432	\$3,273
Ethics	8	\$1,342	\$14	\$80	\$6	\$203	\$1,645
Management	15	\$2,055	\$26	\$0	\$11	\$381	\$2,473
Secretary’s Honors Program for Attorneys	2	\$303	\$3	\$0	\$2	\$51	\$359
Total	105	\$18,118	\$180	\$440	\$79	\$2,668	\$21,484

Contracts & Interagency Agreements

FY 2020 Contracts/ Interagency Agreements <i>Dollars in Thousands</i>			
Office	Contract Description	Planned Obligation Amounts	Expected Contract Award Date (Quarter)
General Counsel	West Legal Education Center: Online classes for Attorney CLE credits	\$22	Q3
	West Print: Print Updates for Law Library	\$24	Q3
	Bloomberg Govt: Online subscription for legislative tracking and congressional information	\$20	Q3
Total Planned Contracts		\$66	
General Counsel	E-Docket: IAA w/EPA to manage records for the online, government-wide regulatory docket	\$141	Q2
General Counsel	Regulatory Affairs Management System: IAA w/DHS-OCIO for Intranet-based system that facilitates the review and	\$153	Q2

¹OGC receives reimbursable funding for attorney’s detailed to other components, of which a portion covers OGCs WCF expenses. This results in a difference between the total (including reimbursable) OGC WCF amount of \$4.338 million shown in the WCF tables and the OGC WCF direct expenses of \$2.671 million displayed in this section.

Operations and Support

Management and Oversight –PPA

FY 2020 Contracts/ Interagency Agreements <i>Dollars in Thousands</i>			
Office	Contract Description	Planned Obligation Amounts	Expected Contract Award Date (Quarter)
	clearance of all DHS related regulations		
General Counsel	Financial Disclosure System: 450 Financial disclosure system	\$80	Q3
Total Planned IAAs		\$374	
TOTAL		\$440	

Obligation Schedule <i>Dollars in Thousands</i>	Q1 FY 2020 Planned	Q2 FY 2020 Planned	Q3 FY 2020 Planned	Q4 FY 2020 Planned
Obligations	\$5,801	\$5,371	\$5,156	\$5,156
Obligations By Percent	27%	25%	24%	24%

Appropriated Funds Comparison <i>Dollars in Thousands</i>	FY 2018 Enacted	FY 2019 President's Budget	FY 2020 Projected
Personnel Compensation & Benefits	\$14,767	\$16,037	\$18,118
Travel	\$180	\$180	\$180
Contracts & IAAs	\$521	\$440	\$440
Other	\$155	\$78	\$79
WCF	\$2,878	\$2,728	\$2,668
Total	\$18,501	\$19,463	\$21,484

Office of Legislative Affairs

The Office of Legislative Affairs (OLA) is responsible for executing the Secretary’s legislative and congressional relations priorities. Moreover, OLA serves as the Department’s principal coordinator to Members of Congress and their congressional staff, the White House, and other departments and agencies. OLA enhances the ability of the Department to prevent, protect and respond to National threats and hazards by advocating for needed authorities and appropriations. OLA underpins an integrated approach that recognizes the interconnectedness of DHS’s legislative mission with a sound, robust and fully engaged staff to formulate the legislation recommendations that drive the priorities of the Administration and Secretary.

Office of the Assistant Secretary

The Office of the Assistant Secretary includes the Assistant Secretary, Principal Deputy Assistant Secretary/Chief of Staff and two Deputy Assistant Secretaries and acts as the conduit for the continuous exchange of information between Congress and the Department. The office advises the Secretary on key legislative strategies, facilitates the DHS Senate-confirmation process, clearly articulates DHS’ views in support of needed authorities and appropriations, and directs the Department’s complex congressional relations programs ensuring a cross-Departmental approach for DHS to speak with one, informed voice to Members of Congress and their staffs.

Legislative Affairs Teams

The Legislative Affairs Teams serves as the primary liaison to Congress and advocates for the policy interest of the Administration and the Secretary, ensures that all DHS Components are actively engaged with Congress by responding to requests and inquiries from congressional committees, Members of Congress and their staffs, and fully participates in the DHS Senate confirmation process. There are four teams within OLA that focus on specific legislative issue areas: Headquarters; Border Security and Immigration; Emergency Management, Aviation, and Law Enforcement; and Intelligence and Cyber. An additional Mission Support Team oversees the daily administrative operations of the office to support the legislative affairs priorities of OLA and the Department.

Office of Legislative Affairs Planned Obligations:							
<i>Dollars in Thousands</i>							
Program Areas	Positions	Salaries and Benefits	Travel	Contracts/ IAAs	Other Expenses	Working Capital Fund (WCF)	Totals by Office
Office of the Assistant Secretary	4	\$691	\$9	\$112	\$5	\$298	\$1,115
Legislative and Congressional Affairs	23	\$3,170	\$43	\$0	\$25	\$1,490	\$4,728
Total	27	\$3,861	\$52	\$112	\$30	\$1,788	\$5,843

Operations and Support
Contracts & Interagency Agreements

Management and Oversight –PPA

FY 2020 Contracts/ Interagency Agreements <i>Dollars in Thousands</i>			
Office	Contract Description	Planned Obligation Amounts	Expected Contract Award Date (Quarter)
Office of Legislative Affairs	Bloomberg Government	\$112	Q4
TOTAL		\$112	

Obligation Schedule <i>Dollars in Thousands</i>	Q1 FY 2020 Planned	Q2 FY 2020 Planned	Q3 FY 2020 Planned	Q4 FY 2020 Planned
Obligations	\$1,402	\$1,402	\$1,461	\$1,578
Obligations By Percent	24%	24%	25%	27%

Appropriated Funds Comparison <i>Dollars in Thousands</i>	FY 2018 Enacted	FY 2019 President's Budget	FY 2020 Projected
Personnel Compensation & Benefits	\$3,880	\$3,865	\$3,861
Travel	\$52	\$52	\$52
Contracts & IAAs	\$102	\$117	\$112
Other	\$36	\$12	\$30
WCF	\$930	\$946	\$1,788
Total	\$5,000	\$4,992	\$5,843

Office of Public Affairs (OPA)

OPA is responsible for managing the Department’s external and internal communications. The office responds to media inquiries, maintains and updates the Department’s website, writes speeches for senior Department officials, and coordinates speaking events. The office manages the Department’s organizational identity program, which includes usage of the DHS seal and related guidelines. Also, the office oversees the Department’s employee communication activities, which include coordinating communications for Department-wide initiatives, town hall meetings between management and employees, and the operation and management of an intranet site. Per the Homeland Security Presidential Directive (HSPD) 5, OPA’s incident communications program guides overall Federal incident communication activity and coordinates with State, local, and international partners to ensure accurate and timely information is provided to the public during a crisis.

Incident Communications

This division brings unity of effort to crisis communications between the Federal interagency community and its many partners at the State, local, tribal, nongovernmental, and private-sector levels.

Strategic Communications

This division provides overall management for implementation of communication plans relating to DHS programs and policies, rules/regulations, and complex domestic and international issues requiring extensive outreach and public education.

Press Secretary

This division coordinates media relations and serve as the spokespersons for the Secretary, senior leadership, and the Department.

Communications Operations

This division provide information directly to the public through our Department and components websites. Coordinating, integrating and synchronizing employee communications efforts of the Components and DHS headquarters

Missions Support

This division provides day to day oversight and support to the office of public affairs.

Office of Public Affairs Planned Obligations:							
<i>Dollars in Thousands</i>							
Program Areas	Positions	Salaries and Benefits	Travel	Contracts/ IAAs	Other Expenses	Working Capital Fund (WCF)	Totals by Office
Public Affairs	26	\$3,631	\$70	\$458	\$30	\$997	\$5,185
Total	26	\$3,631	\$70	\$458	\$30	\$997	\$5,185

Contracts & Interagency Agreements

Operations and Support

Management and Oversight –PPA

FY 2020 Contracts/ Interagency Agreements <i>Dollars in Thousands</i>			
Office	Contract Description	Planned Obligation Amounts	Expected Contract Award Date (Quarter)
OPA	Bulletin News	\$340	Q4
OPA	Credit Monitoring	\$1	Q1
OPA	Federal Occupational Health	\$2	Q2,Q3
Total Planned Contracts		\$343	
OPA	IAA with USCG (photographer)	\$115	Q3
Total Planned IAAs		\$115	
TOTAL		\$458	

Obligation Schedule <i>Dollars in Thousands</i>	Q1 FY 2020 Planned	Q2 FY 2020 Planned	Q3 FY 2020 Planned	Q4 FY 2020 Planned
Obligations	\$1,193	\$1,244	\$1,296	\$1,452
Obligations By Percent	23%	24%	25%	28%

Appropriated Funds Comparison <i>Dollars in Thousands</i>	FY 2018 Enacted	FY 2019 President's Budget	FY 2020 Projected
Personnel Compensation & Benefits	\$3,636	\$3,653	\$3,631
Travel	\$50	\$50	\$70
Contracts & IAAs	\$266	\$232	\$458
Other	\$13	\$38	\$30
WCF	\$1,158	\$1,112	\$997
Total	\$5,123	\$5,085	\$5,185

Office of the Secretary

The Secretary is appointed by the President and confirmed by the Senate to lead DHS and act as the principal adviser to the President on homeland security matters. The Secretary ensures a coordinated national effort for the accomplishment of all DHS mission requirements, which include but are not limited to the prevention of terrorist attacks in the United States, the reduction of vulnerability to and minimization of impacts from catastrophic events, and the recovery from damage that may occur. The Secretary is a member of the Homeland Security Council, and serves as the principal spokesperson on homeland security issues for the Administration when testifying before the House Homeland Security Committee, the Senate Homeland Security and Government Affairs Committee, and the House and Senate Appropriations Committees.

Office of the Deputy Secretary

The Immediate Office of the Deputy Secretary supports the Secretary by providing leadership with a focus on the internal management and direction of the Department to ensure its efficient and effective operation. The Deputy Secretary's role is to provide internal oversight of all Departmental operations, which allows the Secretary to focus on external matters concerning homeland security and DHS.

Chief of Staff

The COS is responsible for coordinating policy initiatives and other actions of the Department's components, directorates, and offices. The COS oversees DHS activities, assists the Deputy in managing DHS operations, and supports the Secretary.

Executive Secretary

ESEC establishes effective and efficient protocols for processing all internal communications, decision management briefings, Congressional questions for the record and reports, and Department-wide testimony. ESEC is the principal liaison between the Department and its Components, and coordinates all external correspondence for the Immediate Office of the Secretary and all directorates.

Joint Requirement Council

The Joint Requirements Council (JRC) is a component-composed, component-driven, SES level body that governs the Department's operational requirements process in generating, validating, and prioritizing capability gaps, needs, concepts of operations, and requirements. The operational requirements process ensures that Components' requirements meet the needs of DHS operators and are traceable to strategic objectives, feasible, and cost-informed. Additionally, the JRC ensures Components define capabilities required to execute mission and meet outcomes and objectives based on operational analysis. JRC validation is a critical step prior to investing in a capability. Established in 2014, the JRC and the operational requirements process addresses longstanding deficiencies in DHS investment and acquisitions, and improves the capabilities delivered to operators in the field.

Office of the Secretary Planned Obligations: <i>Dollars in Thousands</i>							
Program Areas	Positions	Salaries and Benefits	Travel	Contracts/ IAAs	Other Expenses	Working Capital Fund (WCF)	Totals by Office
Secretary	4	\$714	\$148	\$105	\$15	\$184	\$1,165
Deputy Secretary	5	\$987	\$185	\$38	\$18	\$229	\$1,458
Chief of Staff	13	\$1,875	\$481	\$4	\$47	\$597	\$3,004
Executive Secretary	36	\$4,554	\$1,333	\$7	\$131	\$1,652	\$7,677
Joint Requirements Council	11	\$1,888	\$407	\$2,230	\$40	\$505	\$5,070
Total	69	\$10,018	\$2,554	\$2,384	\$252	\$3,166	\$18,374

Contracts & Interagency Agreements

FY 2020 Contracts/ Interagency Agreements <i>Dollars in Thousands</i>			
Office	Contract Description	Planned Obligation Amounts	Expected Contract Award Date (Quarter)
Joint Requirements Council	Analytic and Programmatic Support - Federally Funded Research and Development Centers (FFRDC)	\$1,887	Q4
Joint Requirements Council	Knowledge Management and Decision Support (KMDS) IT and O&M Support	\$148	Q4
Joint Requirements Council	SAS Analytic Software – O&M	\$3	Q4
Joint Requirements Council	Sharepoint URL annual fee	\$3	Q2
Secretary, Deputy Secretary, COS, and ESEC	SES Employee Engagement Initiative	\$6	Q2
Secretary, Deputy Secretary, COS, and ESEC	Federal Occupational Health	\$9	Q2
Secretary, Deputy Secretary, COS, and ESEC	OPM Credit Monitoring	\$4	Q2
Total Planned Contracts		\$2,060	
Joint Requirements Council	United States Coast Guard Detailee	\$189	Q4
Secretary	International Fund Cites - Dept. of State	\$100	Q1,Q2,Q3,Q4
Deputy Secretary	International Fund Cites - Dept. of State	\$35	Q1,Q2,Q3,Q4
Total Planned IAAs		\$324	
TOTAL		\$2,384	

Operations and Support**Management and Oversight –PPA**

Obligation Schedule <i>Dollars in Thousands</i>	Q1 FY 2020 Planned	Q2 FY 2020 Planned	Q3 FY 2020 Planned	Q4 FY 2020 Planned
Obligations	\$6,248	\$4,042	\$4,042	\$4,042
Obligations By Percent	34%	22%	22%	22%

Appropriated Funds Comparison <i>Dollars in Thousands</i>	FY 2018 Enacted	FY 2019 President's Budget	FY 2020 Projected
Personnel Compensation & Benefits	\$10,214	\$10,255	\$10,018
Travel	\$2,506	\$2,405	\$2,554
Contracts & IAAs	\$3,381	\$2,311	\$2,384
Other	\$271	\$349	\$252
WCF	\$2,474	\$2,554	\$3,166
Total	\$18,846	\$17,874	\$18,374

Privacy Office

The Privacy Office (PRIV) enables the Department of Homeland Security to better manage risk by protecting personal privacy and promoting accountability and public understanding of the Department's activities through strategic advice, oversight, and disclosure. The DHS Privacy Office (Privacy Office) is the first statutorily created privacy office in the Federal Government. The head of this office, the Chief Privacy Officer (CPO), reports directly to the Secretary of the Department, and the Privacy Office's mission and authority are founded upon the responsibilities set forth in section 222 of the Homeland Security Act of 2002, as amended. The Privacy Office ensures that those with appropriate access within the Department and by those at other Federal agencies to information is consistent with the vision, strategic mission, and core values of the Department.

The Privacy Office's mission is to protect individuals by embedding and enforcing privacy protections and transparency in all DHS activities. All DHS systems, technology, forms, and programs that either collect personally identifiable information (PII) or have a privacy impact are subject to the oversight of the CPO and the requirements of U.S. data privacy and disclosure laws. Privacy Office expertise in privacy and disclosure law help to inform privacy and disclosure policy development both within the Department and in collaboration with the rest of the Federal Government. The Privacy Office is responsible for evaluating Department programs, systems, and initiatives for potential privacy impacts, and providing mitigation strategies to reduce the privacy impact. The Privacy Office also advises senior leadership to ensure that privacy protections are implemented throughout the Department. Since its inception, the Privacy Office has implemented its statutory mandate to ensure that privacy protections and transparency are embedded into the lifecycle of homeland security programs, systems, processes and services.

The Privacy Office helps to build a culture of privacy across the Department by training Department personnel on the importance of safeguarding privacy, and complying with Federal laws and privacy policies. The Privacy Office protects PII and Departmental information through the identification, documentation, and mitigation of privacy risks and the implementation of privacy and disclosure best practices. The Privacy Office ensures the Department's compliance with Federal privacy and privacy-relevant information security laws and policies, and upholds the

Department's commitment to safeguard PII throughout the information lifecycle. PRIV implements the policies of the Department to defend and protect individual rights, liberties, and information interests of the public, and advocates on behalf of the public and the Department's mission in instances of data breaches and privacy incidents. PRIV has oversight of all privacy and disclosure policy matters, including compliance with the Privacy Act of 1974, the Freedom of Information Act (FOIA), and the completion of privacy impact statements on all new programs and systems, as required by the E-Government Act of 2002 and Section 222 of the Homeland Security Act.

The Privacy Office supports all DHS missions and activities by facilitating the Department's ability to PII throughout the information lifecycle—from collection through use to lawful disclosure. The Privacy Office works with every component to foster a culture of awareness through the DHS Fair Information Practice Principles to enhance privacy safeguards by assessing the nature and purpose for PII all collected and maintained by the Department. The Privacy Office also ensures privacy risks are addressed when planning or updating any program, system, or initiative and to ensure that technologies used at the Department sustain, and do not erode, privacy protections. The Privacy Office also ensures transparency and accountability by documenting privacy risks and mitigations, and ensuring the lawful disclosure of information about the Department's activities, practices, and programs. Additionally, through training, outreach, and participation in program development and key departmental agreements, the office advances and supports the important cross-cutting privacy and disclosure issues faced by the Department.

FOIA Team

The DHS Chief Privacy Officer also serves as the Department's Chief FOIA Officer, and provides programmatic oversight of Department-wide FOIA operations and policy. The team comprises four groups: Disclosure; Policy and Training; Compliance and Oversight; and FOIA Appeals and Litigation. The Privacy Office is responsible for coordinating and overseeing the Components' FOIA operations, providing FOIA-related training, and preparing the required annual reports on the Department's FOIA performance. Through its FOIA team, the Privacy Office also processes initial FOIA and Privacy Act requests to the Office of the Secretary (including the Military Advisor's Office), and many offices within DHS Headquarters. The Privacy Office also reviews and analyzes appeals.

In addition to processing FOIA requests submitted to the Office of the Secretary and the eleven other Headquarters offices, PRIV also coordinates and oversees the components' FOIA operations and program. The FOIA Improvement Act of 2016 required that the Director of the Office of Management and Budget (OMB), in consultation with the Attorney General, to ensure the operation of a consolidated online request portal, which allows requesters to submit a request to any agency from a single website. OMB and DOJ have designed a charge-back system based on "anticipated" usage. PRIV will work with the Components to incorporate a process whereby Components will provide the combined DHS contribution of \$270,000 to fund the operations and maintenance of the ongoing consolidated FOIA.gov Request Portal.

DHS PRIV also reviews and analyzes appeals resulting from denials of access to records requested under FOIA, recommends final agency decisions on the release/non-release of records, and performs a great deal of FOIA processing to assist the Office of General Counsel (OGC) in the litigation process.

The DHS PRIV FOIA Office consists of four teams: Disclosure; Policy and Training; Compliance and Oversight; and FOIA Litigation.

- Disclosure. The team is responsible for receiving, tracking, processing, and closing all FOIA requests received by DHS PRIV. This team is also responsible for engaging with the components on the proper handling and processing of all FOIA transfers and referrals to DHS PRIV. The Director for Disclosure also serves the DHS Public Liaison Officer.
- Policy and Training. The team responsible for developing FOIA resource guidance and training materials for FOIA professionals and DHS employees. Ensures departmental and component guidance is in compliance with FOIA/Privacy Act disclosure policies and procedures while promoting openness and transparency. Also has responsibility for completing the annual DHS Chief FOIA Officer report that must be submitted to the Department of Justice Office of Information Policy and posted on the DHS public-facing website.
- Compliance and Oversight. Through data analysis this team is responsible for assessing risks associated with DHS FOIA programs, operations and technology. Also has responsibility for completing the DHS Monthly Report and the DHS Annual FOIA Report, which provides a detailed statistical analysis of DHS-wide FOIA operations.
- Litigation. Serves as the liaison between OGC and DHS PRIV leadership on complex FOIA requests. Provides guidance and training on recent developments in the field of disclosure, to include court decisions and current legislation. Researches, analyzes and evaluates complex FOIA requests to determine whether the FOIA/Privacy Act was properly applied during the original processing of a FOIA request.

Policy and Oversight Team

The Policy and Oversight Team bears primary responsibility for the development of DHS privacy policy, as well as providing subject matter expertise and support for policy development throughout the Department in areas that affect individual privacy. These areas include privacy protections and strategies in how the Department may use tools, technologies, and methodologies including social media, “big data,” enterprise data management, cybersecurity, mobile technology, acquisitions and procurement, and international engagement. In addition, this team is dedicated to implementing accountability and continually improving DHS privacy processes and programs, such as in the development of the National Vetting Center (NVC), established by National Security Presidential Memorandum - 9. This team also conducts Privacy Compliance Reviews (PCR) and privacy investigations, helping the Department continually improve its privacy posture. It also manages the Department’s privacy incident response efforts and oversees the Department’s Breach Response Team, which conducts risk assessments in response to privacy incidents and identifies appropriate mitigation strategies, such as notification. The Privacy and Oversight Team ensures response and redress for privacy complaints and develops privacy training and outreach for the Department and its components. It also coordinates the reporting functions for the Office.

Information Sharing, Safeguarding, and Security Team

The Information Sharing, Safeguarding, and Security Team provides specialized privacy expertise to support DHS information-sharing initiatives with the U.S. Intelligence Community and Federal, State, local, tribal, territorial, and international immigration and law enforcement partners. The team engages with operational, policy, and oversight stakeholders—both within DHS and with other Federal partners—throughout the information sharing lifecycle by evaluating information sharing requests, assessing and mitigating privacy risks, and reviewing compliance with internal policies and agreement privacy terms and conditions. Team members participate in Privacy Office efforts to review intelligence products and Component-implemented intelligence rules, provide intelligence-related privacy training, and provide policy guidance for other related DHS initiatives, including but not limited to: safeguarding information and preventing insider threats, countering violent extremism, the sharing of biometric data both domestically and internationally, and the deployment of unmanned aircraft systems. The team also ensures DHS compliance with the *Computer Matching and Privacy Protection Act of 1988*.

Compliance Team

The Compliance Team enhances the Department’s ability to protect PII and ensures transparency and accountability by identifying and documenting privacy risks through the required privacy documentation and reporting, such as Privacy Impact Analyses and Systems of Records Notices. The Privacy Compliance Team oversees privacy compliance activities, including supporting DHS Component privacy officers, Privacy Points of Contact in other DHS offices, and DHS programs. Examples of compliance activities include the review of Privacy Threshold Analyses, Privacy Impact Assessments, System of Records Notices, rulemakings to support exemptions under the Privacy Act, and other compliance documents. The team also reviews Exhibit 300 budget submissions to the Office of Management and Budget, as well as acquisition materials to ensure that privacy protective clauses are incorporated into the contracting process. In addition, the team also partners with the Office of the Chief Information Officer in helping to ensure that systems comply with proper system controls designed to protect privacy before systems are authorized to operate.

Business Operations Team

The Business Operations Team manages the business operations, office workflow, human capital, technology, procurement, financial actions, and resilience to ensure the office is fully supported in carrying out its mission. It is the focal point for all administrative matters and works diligently to ensure efficiency of operations, including recruiting and maintaining a superior workforce of talented subject-matters experts. In addition to providing administrative support for all Privacy Office functions, the Business Operations Team also manages resources, planning, official correspondence, workforce policy, staff development, resilience, facilities, and other infrastructure.

Privacy Office Planned Obligations:							
<i>Dollars in Thousands</i>							
Program Areas	Positions	Salaries and Benefits	Travel	Contracts/ IAAs	Other Expenses	Working Capital Fund (WCF)	Totals by Office
Privacy Office	7	\$1,251	\$8	\$257	\$15	\$229	\$1,760
Business Operations Team	5	\$680	\$6	\$0	\$11	\$163	\$860
FOIA Team	14	\$2,048	\$17	\$631	\$30	\$457	\$3,183
Policy and Oversight Team	7	\$930	\$8	\$0	\$15	\$229	\$1,181
Compliance Team	4	\$526	\$5	\$0	\$8	\$131	\$670
Information Sharing, Safeguarding, and Security Team	5	\$759	\$6	\$0	\$11	\$163	\$939
Total	42	\$6,194	\$50	\$888	\$89	\$1,372	\$8,593

**Operations and Support
Contracts & Interagency Agreements**

Management and Oversight –PPA

FY 2020 Contracts/ Interagency Agreements <i>Dollars in Thousands</i>			
Office	Contract Description	Planned Obligation Amounts	Expected Contract Award Date (Quarter)
Privacy Office	International Association of Privacy Professionals	\$15	Q3
Privacy Office	Tech Op Solutions	\$242	Q1
FOIA Team	FOIA Processing and Support Services	\$525	Q2
FOIA Team	ISSO Charges	\$100	Q2
Total Planned Contracts		\$882	
FOIA Team	FOIA Team TeamAppeals	\$6	Q1
Total Planned IAAs		\$6	
TOTAL		\$888	

Obligation Schedule <i>Dollars in Thousands</i>	Q1 FY 2020 Planned	Q2 FY 2020 Planned	Q3 FY 2020 Planned	Q4 FY 2020 Planned
Obligations	\$2,320	\$2,148	\$2,062	\$2,062
Obligations By Percent	27%	25%	24%	24%

Appropriated Funds Comparison <i>Dollars in Thousands</i>	FY 2018 Enacted	FY 2019 President's Budget	FY 2020 Projected
Personnel Compensation & Benefits	\$6,040	\$5,753	\$6,194
Travel	\$50	\$50	\$50
Contracts & IAAs	\$1,209	\$272	\$888
Other	\$85	\$103	\$89
WCF	\$1,080	\$1,225	\$1,372
Total	\$8,464	\$7,403	\$8,593

Management and Oversight –PPA Budget Authority and Obligations

Budget Authority <i>(Dollars in Thousands)</i>	FY 2018	FY 2019	FY 2020
Enacted/Request	-	-	\$59,479
Carryover and/or Recoveries (Actual/Estimates/Projections)	-	-	-
Rescissions to Current Year/Budget Year	-	-	-
Net Sequestered Resources	-	-	-
Reprogrammings/Transfers	-	-	-
Supplementals	-	-	-
Total Budget Authority	-	-	\$59,479
Collections – Reimbursable Resources	-	-	\$16,458
Total Budget Resources	-	-	\$75,937
Obligations (Actual/Estimates/Projections)	-	-	\$59,479
Personnel: Positions and FTE			
Enacted/Request Positions	-	-	278
Enacted/Request FTE	-	-	252
Onboard and Actual FTE; Includes Collections - Reimbursable Resources			
Onboard (Actual/Estimates/Projections)	-	-	380
FTE (Actual/Estimates/Projections)	-	-	354

Management and Oversight – PPA Summary of Budget Changes

Budget Formulation Activity <i>(Dollars in Thousands)</i>	Positions	FTE	Amount
FY 2018 Enacted	-	-	-
FY 2019 President's Budget	-	-	-
FY 2020 Base Budget	-	-	-
Office of General Counsel	105	88	\$19,463
Office of Legislative Affairs	27	25	\$4,992
Office of Public Affairs	26	24	\$5,085
Office of the Secretary	69	68	\$17,874
Privacy Office	42	38	\$7,403
Total Transfers	269	243	\$54,817
Annualization of FY19 Program Increase (OGC Staff)	9	9	\$1,711
FERS Agency Contribution	-	-	\$642
FPS Fee Adjustment	-	-	\$11
GSA Rent Enhancement	-	-	\$1,218
National Capital Region Infrastructure Operations (NCRIO) Sustainment	-	-	\$915
Total, Pricing Increases	9	9	\$4,497
Base Reduction	-	-	(\$835)
Total, Pricing Decreases	-	-	(\$835)
Total Adjustments-to-Base	278	252	\$58,479
FY 2020 Current Services	278	252	\$58,479
PRIV - Executive Order Privacy Support Staff Sustainment	-	-	\$1,000
Total, Program Increases	-	-	\$1,000
FY 2020 Request	278	252	\$59,479
FY 2019 To FY 2020 Change	278	252	\$59,479

**Management and Oversight – PPA
Personnel Compensation and Benefits**

Pay Summary

Organization <i>(Dollars in Thousands)</i>	FY 2018 Enacted				FY 2019 President's Budget				FY 2020 President's Budget				FY 2019 to FY 2020 Total			
	Pos.	FTE	Amount	Rate	Pos.	FTE	Amount	Rate	Pos.	FTE	Amount	Rate	Pos.	FTE	Amount	Rate
Management and Oversight	-	-	-	-	-	-	-	-	278	252	\$41,822	\$159.99	278	252	\$41,822	\$159.99
Total	-	-	-	-	-	-	-	-	278	252	\$41,822	\$159.99	278	252	\$41,822	\$159.99
Discretionary - Appropriation	-	-	-	-	-	-	-	-	278	252	\$41,822	\$159.99	278	252	\$41,822	\$159.99

Pay by Object Class

Pay Object Classes <i>(Dollars in Thousands)</i>	FY 2018 Enacted	FY 2019 President's Budget	FY 2020 President's Budget	FY 2019 - FY 2020 Change
11.1 Full-time Permanent	-	-	\$25,206	\$25,206
11.3 Other than Full-Time Permanent	-	-	\$3,629	\$3,629
11.5 Other Personnel Compensation	-	-	\$414	\$414
11.8 Special Personal Services Payments	-	-	\$1,504	\$1,504
12.1 Civilian Personnel Benefits	-	-	\$11,069	\$11,069
Total - Personnel Compensation and Benefits	-	-	\$41,822	\$41,822
Positions and FTE				
Positions - Civilian	-	-	278	278
FTE - Civilian	-	-	252	252

Pay Cost Drivers

Leading Cost-Drivers <i>Dollars in Thousands</i>	FY 2018 Enacted			FY 2019 President’s Budget			FY 2020 President’s Budget			FY 2019 to FY 2020 Total Changes		
	FTE	Amount	Rate	FTE	Amount	Rate	FTE	Amount	Rate	FTE	Amount	Rate
Management and Oversight	-	-	-	-	-	-	252	\$41,822	\$165.96	252	\$41,822	\$165.96
Total – Pay Cost Drivers	-	-	-	-	-	-	252	\$41,822	\$165.96	252	\$41,822	\$165.96

Explanation of Pay Cost Driver

Management and Oversight: The FY 2020 FTE request reflects an increase of 278 positions and 252 FTE due to the realignment of OGC, OLA, OPA, Office of the Secretary, and PRIV into the newly formed Management and Oversight PPA. These cost also reflect increases for the FERS agency contribution and the annualization of OGC’s staffing increase in FY19. Additionally, cost support changes associated with the adjustments within the base budget.

**Management and Oversight – PPA
Non Pay Budget Exhibits**

Non Pay Summary

Organization <i>(Dollars in Thousands)</i>	FY 2018 Enacted	FY 2019 President's Budget	FY 2020 President's Budget	FY 2019 to FY 2020 Total Changes
Management and Oversight	-	-	\$17,657	\$17,657
Total	-	-	\$17,657	\$17,657
Discretionary - Appropriation	-	-	\$17,657	\$17,657

Non Pay by Object Class

Non-Pay Object Classes <i>(Dollars in Thousands)</i>	FY 2018 Enacted	FY 2019 President's Budget	FY 2020 President's Budget	FY 2019 to FY 2020 Change
21.0 Travel and Transportation of Persons	-	-	\$2,906	\$2,906
24.0 Printing and Reproduction	-	-	\$2	\$2
25.1 Advisory and Assistance Services	-	-	\$2,588	\$2,588
25.2 Other Services from Non-Federal Sources	-	-	\$1,663	\$1,663
25.3 Other Goods and Services from Federal Sources	-	-	\$10,146	\$10,146
25.7 Operation and Maintenance of Equipment	-	-	\$5	\$5
26.0 Supplies and Materials	-	-	\$323	\$323
31.0 Equipment	-	-	\$24	\$24
Total - Non Pay Object Classes	-	-	\$17,657	\$17,657

Non Pay Cost Drivers

Leading Non Pay Cost-Drivers <i>Dollars in Thousands</i>	FY 2018 Enacted	FY 2019 President’s Budget	FY 2020 President’s Budget	FY 2019 to FY 2020 Total Changes
Travel	-	-	\$2,906	\$2,906
Inter/Intra Agency Agreements and Contractual Services	-	-	\$4,281	\$4,281
Services from Federal Sources (WCF)	-	-	\$9,991	\$9,991
Other Costs	-	-	\$479	\$479
Total – Non Pay Cost Drivers	-	-	\$17,657	\$17,657

Explanation of Non Pay Cost Drivers

Travel: Travel expenses consist of airfare, lodging, meals, and miscellaneous and incidentals expenses. Management and Oversight travel will be conducted throughout the year to oversee and coordinate the Department of Homeland Security’s priorities. Travel requirements for FY 2019 include, but are not limited to, public outreach and media relations efforts, serve as advisor to the secretary, site visits to operating component regional offices, international travel to support pre-clearance agreement negotiations, travel to support the Committee on Foreign Investment in the United States (CFIUS) program, and travel to conduct training at the Federal Law Enforcement Training Center (FLETC). The travel expenses for the Secretary and Deputy Secretary will continue to be paid for by funding made available to the Secretary and Deputy Secretary based on the expenditure plans included in this text. Increases are associated with the realignment of OGC, OLA, OPA, Office of the Secretary, and PRIV into the newly formed Management and Oversight PPA.

IAs and Contracts: Management and Oversight utilizes contractor support to assist in analytic and programmatic support in validating and prioritizing DHS’ operational capability investments, provide legal and FOIA support services, and for interagency agreements for a variety of different governmental support services. See the charts labeled “Contracts & Interagency Agreements” below for more details. Increases are associated with the realignment of OGC, OLA, OPA, Office of the Secretary, and PRIV into the newly formed Management and Oversight PPA.

Services from Federal Sources (WCF): Management and Oversight incurs expenses payable to the DHS Working Capital Fund (WCF), which is a fully reimbursable fund that finances a full range of support services to DHS for services provided. This centrally-managed account provides Department-wide functions, of which the top five activity costs are the following: GSA Rent; financial and accounting shared services; information technology; CLAN operations; and mail services. WCF allocates costs based on various algorithms, depending on the service provided. Increases are associated with the realignment of OGC, OLA, OPA, Office of the Secretary, and PRIV into the newly formed Management and Oversight PPA and the increased cost of GSA Rent.

Other Costs: Management and Oversight incurs expenses for items such as paper, toner, educational tools, printing, and other office supplies and equipment. Increases are associated with the realignment of OGC, OLA, OPA, Office of the Secretary, and PRIV into the newly formed Management and Oversight PPA.