

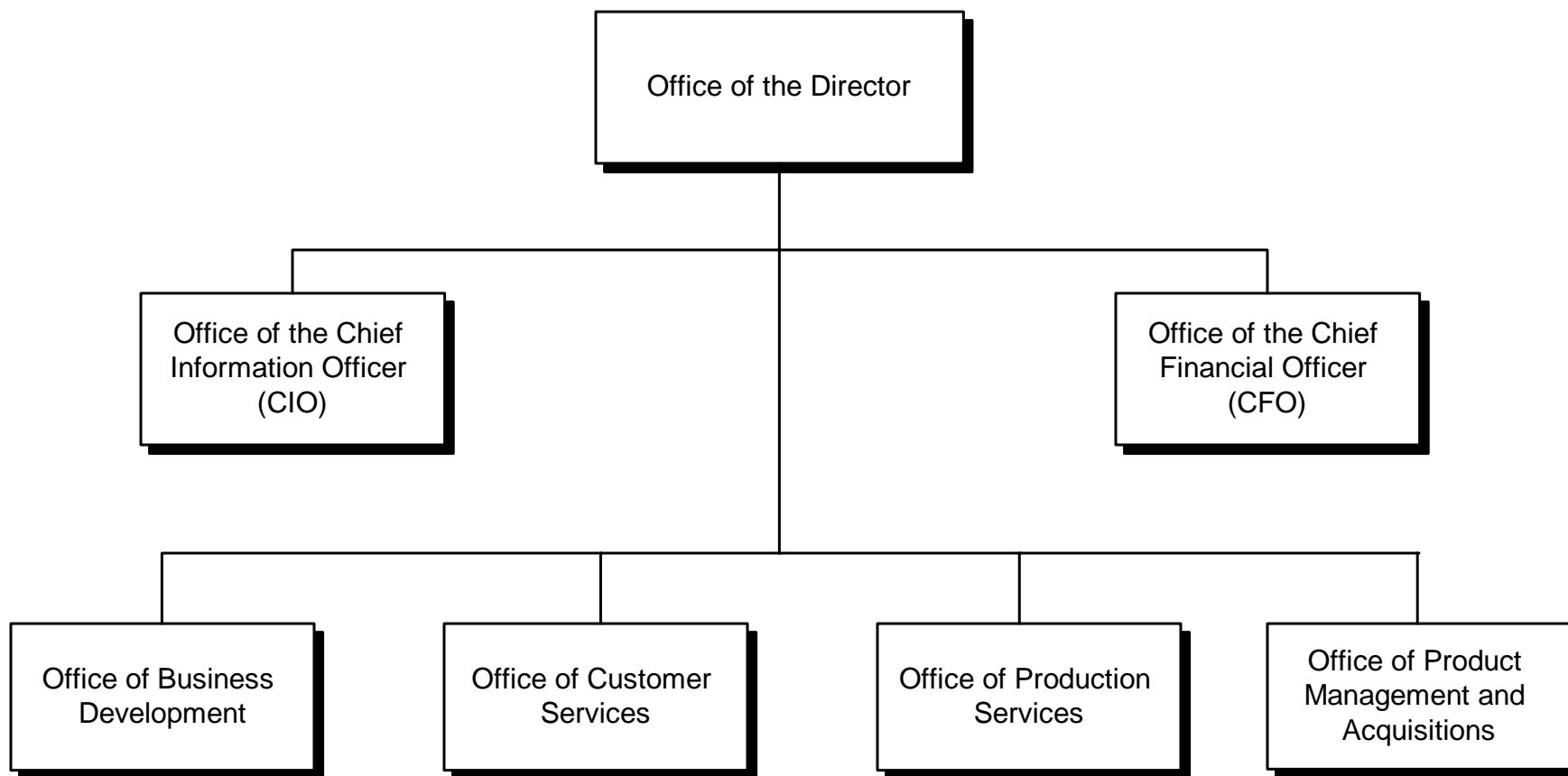
DEPARTMENT OF COMMERCE  
NATIONAL TECHNICAL INFORMATION SERVICE  
NTIS Revolving Fund  
Budget Estimates, Fiscal Year 2010  
President's Submission

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# U.S. Department of Commerce National Technical Information Service



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DEPARTMENT OF COMMERCE  
NATIONAL TECHNICAL INFORMATION SERVICE  
NTIS Revolving Fund  
Budget Estimates, Fiscal Year 2010  
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General Statement

Goals of the Program

The National Technical Information Service (NTIS), seeks to promote innovation and economic growth of America's economy by (a) collecting, classifying, coordinating, integrating, recording and cataloging scientific and technical information from whatever sources, foreign and domestic, that may be available, (b) disseminating this information to the public, and (c) providing information management services to other Federal agencies that help them interact with and better serve the information needs of their own constituents, and to do all without appropriated funds.

Statement of Objectives

NTIS' principal objective supports the Department's strategic plan to promote U.S. innovation and industrial competitiveness by providing business and industry, academia and the general public easy access to scientific and technical research and to ensure that such research is permanently available to future generations of researchers. To this end, NTIS acquires information products from agencies; abstracts, catalogs and indexes them so that they can easily be identified and merged into NTIS' permanent bibliographic database; and physically stores them or scans them into electronic image for reproduction on demand by customers.

NTIS' objectives are to (a) make it easier for the general public to locate federal technical information electronically; (b) build an array of collaborative working arrangements with private sector partners; (c) help other federal agencies meet their own information management and dissemination requirements, and (d) meet objectives in the most cost effective and efficient manner possible.

NTIS has demonstrated innovative achievements in its information dissemination activities as provided in the National Technical Information Act of 1988, codified at 15 U.S.C. 3704b. This Act directed NTIS to "implement new methods or media for the dissemination of scientific and technical, and engineering information." Supporting this directive, NTIS, as part of its base program and without appropriations, made its bibliographic database since 1990 available on the Internet, making the collection more widely available to the public and allowing customers to download products electronically. During FY 2009-2010 those efforts will continue to be expanded and refined as analysis of the activities warrant. In this continuing effort, NTIS continues to follow all Administration policies restricting access to information that could be used improperly.

Summary of Performance and Resources

NTIS continues to make substantial progress in improving its service to the public. NTIS collects approximately 35,000 scientific and technical reports annually and another 730,000 items in the form of articles, updates, advisories, etc. that are contained in various subscription products and/or databases it distributes. Although the amount of new material is highly dependent on budgetary and program decisions made by other agencies, NTIS' activities and accomplishments continue to support its basic public purpose of serving as a comprehensive point of access and dissemination to federally-funded scientific, technical and related information.

The explosive growth of the Internet has provided NTIS with a unique opportunity to expand its information dissemination activities. Information products are disseminated in a variety of formats, including paper, microfiche, diskettes, audio-visual, CD-ROM, database leases, web site hits and electronic downloads. NTIS estimates it will provide approximately 33 million information items to the public in FY 2010.

NTIS plans to obligate \$42,500,000 of earned revenue in FY 2010.

(Dollar amounts in thousands)

	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
National Technical Information Service:							
Reimbursement from offsetting collections:							
Information clearinghouse program.....	\$22,470	\$42,000	\$42,500	\$43,000	\$43,500	\$44,000	\$44,500
Total, NTIS .....	\$22,470	\$42,000	\$42,500	\$43,000	\$43,500	\$44,000	\$44,500

Note: Reimbursable Budget Authority, receipt and obligation data are estimates. Actuals will vary depending on products and services sold.

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 SUMMARY OF RESOURCE REQUIREMENTS  
 (Dollar amounts in thousands)

<u>Page</u> <u>No.</u>	<u>Positions</u>	<u>FTE</u>	<u>Budget</u> <u>Authority</u>	<u>Direct</u> <u>Obligations</u>
Estimate, 2009	0	0	0	0
Plus 2010 Adjustments to Base	0	0	0	0
Less: Obligations from prior years	0	0	0	0
2010 Base Request	0	0	0	0
Plus 2010 program changes	0	0	0	0
2010 Estimate	0	0	0	0

		2008		2009		2010		2010		Increase/ (Decrease)	
		Actual	Amount	Currently Available	Base	Base	Estimate	Estimate	over 2010 Base	Personnel	Amount
Comparison by Activity:											
National Technical Information Service:											
Organization, Preservation and Public	Pos./BA	0	0	0	0	0	0	0	0	0	0
Access to Technical Information	FTE/Obl.	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTALS	Pos./BA	0	0	0	0	0	0	0	0	0	0
	FTE/Obl.	0	0	0	0	0	0	0	0	0	0
Adjustments to Obligations											
Recoveries		0	0	0	0	0	0	0	0	0	0
Unobligated balance, start of year		0	0	0	0	0	0	0	0	0	0
Unobligated balance, end of year		0	0	0	0	0	0	0	0	0	0
Financing from transfers:											
Transfer from other accounts (-)		0	0	0	0	0	0	0	0	0	0
Transfer to other accounts (+)		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Appropriation		0	0	0	0	0	0	0	0	0	0

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DEPARTMENT OF COMMERCE  
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 NTIS Revolving Fund  
 SUMMARY OF FINANCING  
 (Dollar amounts in thousands)

	2008 Actual	2009 Currently Available	2010 Base	2010 Estimate	Increase (Decrease) over 2010 Base
Total Obligations	\$22,470	\$42,000	\$42,500	\$42,500	\$0
Offsetting collections from:					
Federal funds	(9,328)	(18,900)	(19,500)	(19,500)	0
Trust funds	0	0	0	0	0
Non-Federal sources	(11,400)	(23,100)	(23,000)	(23,000)	0
Recoveries	0	0	0	0	0
Unobligated balance, start of year	(8,916)	(7,174)	(7,174)	(7,174)	0
Unobligated balance transferred	0	0	0	0	0
Unobligated balance, end of year	7,174	7,174	7,174	7,174	0
Budget Authority	0	0	0	0	0
Financing:					
Transferred from other accounts (-)	0	0	0	0	0
Transferred to other accounts (+)	0	0	0	0	0
Appropriation	0	0	0	0	0

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DEPARTMENT OF COMMERCE  
NATIONAL TECHNICAL INFORMATION SERVICE  
NTIS Revolving Fund  
JUSTIFICATION OF PROGRAM AND PERFORMANCE

Activity: National Technical Information Service  
Subactivity: Revolving Fund

Goal Statement

Promote innovation and economic growth of America's economy by collecting, organizing, preserving, and disseminating government scientific, technical, and business-related information.

Base Program

Information Clearinghouse Program

Since 1945, the Department of Commerce has discharged its statutory obligation "to make the results of research and development more readily available to industry and business... and to the general public" (15 U.S.C. 1152) through NTIS and its predecessors. In support of this mission, NTIS has (1) collected technical information products both domestic and foreign, along with complementary information from foreign sources; (2) organized it so it can be located easily; (3) preserved it for the benefit of future generations of researchers; (4) disseminated it in a variety of formats; and (5) helped other Federal agencies serve the information needs of their own constituencies. As such, NTIS contributes directly and substantially to the broader Department of Commerce goal of fostering the Nation's economic growth.

During FY 2009-2010, NTIS will, as part of its base program and without appropriations, continue to make improvements to its web site. This site contains its bibliographic database since 1990, and also offers documents to the public for downloading. For FY 2010

NTIS expects to obligate \$42.5 million to operate as a central source for the public sale of domestic and foreign government-funded scientific, technical and business information.

The new information environment has provided NTIS with expanded opportunities to offer public access to federally-funded R&D on the Internet as part of its base program - and to do so without appropriations. NTIS will continue to use the internet to expand its efforts to build a broader customer base, and explore new opportunities. NTIS will continue to follow all Administrative policies restricting access to information that could be used improperly.

During FY 2009 – FY 2010 NTIS, in cooperation with other federal agencies, will continue to assist the public in finding federally-funded scientific and technical publications wherever they exist – whether in the NTIS collection or at agency web sites – and even after they no longer exist at such sites. It will offer the public the convenience of one-stop shopping and deep searching of federal databases where Government technical information is likely to be found. NTIS will continue to provide permanent access to each document entering the NTIS collection. Thus, if the report ever becomes unavailable at the agency web site, the researcher will have the option of ordering the information from NTIS in the traditional manner.

#### Explanation and Justification

NTIS was established by law in order “to make the results of technological research more readily available to industry and business, and to the general public” (15 USC 1151). To accomplish this, the Service has been directed to operate a Clearinghouse of scientific and technical information, which is now over three million titles.

Measures of Performance

NTIS' goal to collect and disseminate government scientific, technical, and business related information to the public can be evaluated using the following measures:

Quantitative Measures

	2008	2009	2010
	<u>Actual</u>	<u>Estimate</u>	<u>Estimate</u>
Number of updated items available (annual).....	813,775	745,000	765,000

The number of information items available to the public includes scientific, technical, and engineering information products added to the permanent collection, as well as items made available through online electronic subscriptions. NTIS has expanded and refined its efforts to acquire new scientific and technical information products by harvesting products from the Internet. These harvesting efforts together with increased availability of online electronic subscription products demonstrate NTIS' success in making new products available to the public.

Number of information products disseminated (annual).....	32,267,167	32,850,000	33,000,000
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This measure represents the volume of information products disseminated to the public and includes compact discs, diskettes, tapes, online subscriptions, web site pages, as well as the traditional paper and microfiche products. NTIS is taking advantage of information dissemination opportunities offered by the Internet, and plans to continue to expand its customer base and meet the increased demands of the public.

Customer Satisfaction .....	96%	95% - 98%	95% - 98%
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This measure represents the percentage of NTIS customers that are satisfied with the quality of their order, the ease of order placement, and the timely processing of that order. Orders for NTIS' vast collection of scientific and technical information are received by phone, fax, mail, and online, and are filled in a variety of formats.

NTIS continues to successfully meet the challenge of permanent preservation of and ready access to the taxpayers' investment in research and development through the acquisition, organization, and preservation of the titles added to the permanent collection, and dissemination of that information through various media. However, collection of scientific and technical information from various contributors, and dissemination of that information to an even larger audience is highly dependant on external factors and therefore, not entirely controllable. NTIS plans to continue to enhance public access to world wide scientific and technical information through increased availability of information products, increased dissemination opportunities, and consistent customer satisfaction as presented in the estimates above.

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DEPARTMENT OF COMMERCE  
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 NTIS Revolving Fund – Reimbursable Obligations  
 SUMMARY OF REQUIREMENTS BY OBJECT CLASS  
 (Dollar amounts in thousands)

Object Class	2008 Actual	2009 Currently Available	2010 Base	2010 Estimate	Increase/ (Decrease) over 2010 Base
11.1 Full-time permanent (Compensation)	\$9,418	\$10,700	\$10,700	\$10,700	0
11.3 Other than full-time permanent	53	150	150	150	0
11.5 Other personnel compensation	0	500	500	500	0
11.8 Special personnel services payments	19	150	150	150	0
11.9 Total personnel compensation	9,490	11,500	11,500	11,500	0
12.1 Civilian personnel benefits	2,465	3,800	3,800	3,800	0
13 Benefits for former personnel	125	0	0	0	0
21 Travel and transportation of persons	94	200	200	200	0
22 Transportation of things	940	1,000	1,000	1,000	0
23.1 Rental payments to GSA	990	865	865	865	0
23.2 Rental payments to others	888	1,500	1,500	1,500	0
23.3 Communications, utilities and miscellaneous charges	413	2,000	2,000	2,000	0
24 Printing and reproduction	504	4,000	4,000	4,000	0
25.1 Consulting services	85	0	0	0	0
25.2 Other services	4,262	9,435	9,935	9,935	0
25.3 Purchase of goods and services from Government accounts	723	1,500	1,500	1,500	0
25.4 Operation of GOCOs	0	0	0	0	0
25.5 Research and development contracts	0	0	0	0	0
25.7 Operation and Maintenance of Equipment	263	1,200	1,200	1,200	0
26 Supplies and materials	339	3,000	3,000	3,000	0
31 Equipment	889	2,000	2,000	2,000	0

DEPARTMENT OF COMMERCE  
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 NTIS Revolving Fund – Reimbursable Obligations  
 SUMMARY OF REQUIREMENTS BY OBJECT CLASS  
 (Dollar amounts in thousands)

Object Class	2008 Actual	2009 Currently Available	2010 Base	2010 Estimate	Increase/ (Decrease) over 2010 Base
41 Grants, subsidies and contributions	0	0	0	0	0
42 Insurance claims and indemnities	0	0	0	0	0
43 Interest and dividends	0	0	0	0	0
44 Refunds	0	0	0	0	0
99 Total Obligations	22,470	42,000	42,500	42,500	0
Earned Revenue/Reimbursable Obligations .	22,470	42,000	42,500	42,500	0
Total Obligations	22,470	42,000	42,500	42,500	0
Personnel Data					
Full-Time equivalent Employment:					
Full-time permanent	121	145	145	145	0
Other than full-time permanent	1	5	5	5	0
Total	122	150	150	150	0
Authorized Positions:					
Full-time permanent	119	190	190	190	0
Other than full-time permanent	1	10	10	10	0
Total	120	200	200	200	0



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 DETAILED REQUIREMENTS BY OBJECT CLASS - Earned Revenue Obligations  
 (Dollar amounts in thousands)

Object Class	2010 Adjust. to Base	2010 Base	2010 Estimate	Increase/ (Decrease)
11 Personnel compensation				
11.1 Full-time permanent				
Executive level	\$0	\$0	\$0	\$0
Senior executive service	0	400	400	0
General schedule	0	9,950	9,950	0
Commissioned officers	0	0	0	0
Wage board/wage marine	0	350	350	0
Scientific & professional (P.L. 80-313)	0	0	0	0
Senior foreign service	0	0	0	0
Foreign service staff	0	0	0	0
Foreign service nationals	0	0	0	0
Consultants & experts	0	0	0	0
Students	0	0	0	0
Subtotal	0	10,700	10,700	0
11.3 Other than full-time permanent				
General schedule	0	150	150	0
Wage board	0	0	0	0
Experts & consultants	0	0	0	0
Hourly	0	0	0	0
Subtotal	0	150	150	0

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 DETAILED REQUIREMENTS BY OBJECT CLASS - Earned Revenue Obligations  
 (Dollar amounts in thousands)

		2010			
		Adjust. to	2010	2010	Increase/
		Base	Base	Estimate	(Decrease)
11.5	Other personnel compensation				
	Overtime	0	50	50	0
	SES performance awards	0	100	100	0
	Cash awards	0	350	350	0
	Merit pay awards	0	0	0	0
	Other	0	0	0	0
	Subtotal	0	500	500	0
11.8	Special personnel services payments				
	Foreign service officers (State)	0	0	0	0
	Other	0	150	150	0
	Subtotal	0	150	150	0
11.9	Total personnel compensation	0	11,500	11,500	0
12.1	Civilian personnel benefits				
	Civil service retirement	0	500	500	0
	Federal employees' retirement	0	1,300	1,300	0
	Thrift savings plan	0	500	500	0
	Federal insurance contribution act	0	300	300	0
	Health insurance	0	900	900	0
	Life insurance	0	50	50	0
	Employees' compensation fund	0	200	200	0
	Other	0	50	50	0
	Subtotal	0	3,800	3,800	0

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 DETAILED REQUIREMENTS BY OBJECT CLASS - Earned Revenue Obligations  
 (Dollar amounts in thousands)

		2010			
		Adjust. to	2010	2010	Increase/
		Base	Base	Estimate	(Decrease)
13	Benefits for former personnel				
	Severance pay	0	0	0	0
	Unemployment compensation	0	0	0	0
	Other	0	0	0	0
	Subtotal	0	0	0	0
21	Travel and transportation of persons				
	Common carrier	0	130	130	0
	Mileage	0	50	50	0
	Vehicular	0	20	20	0
	Other	0	0	0	0
	Subtotal	0	200	200	0
22	Transportation of things	0	1,000	1,000	0
23.1	Rental payments to GSA	0	865	865	0
23.2	Rental payments to others	0	1,500	1,500	0
23.3	Communications, utilities and miscellaneous charges				
	Rental of ADP equipment	0	200	200	0
	Rental of office copying equipment	0	10	10	0
	Other equipment rental	0	190	190	0
	Federal telecommunications systems	0	0	0	0
	Other telecommunications services	0	1,000	1,000	0
	Postal Service by USPS	0	300	300	0
	Other	0	300	300	0
	Subtotal	0	2,000	2,000	0

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DETAILED REQUIREMENTS BY OBJECT CLASS - Earned Revenue Obligations  
(Dollar amounts in thousands)

		2010		2010	2010	Increase/ (Decrease)
		Adjust. to	2010	2010	Estimate	
		Base	Base	Estimate	Estimate	(Decrease)
24	Printing and reproduction					
	Publications	0	3,700	3,700	3,700	0
	Public use forms	0	0	0	0	0
	Envelopes	0	5	5	5	0
	Other	0	295	295	295	0
	Subtotal	0	4,000	4,000	4,000	0
25	Consulting and Other Services					
25.1	Consulting Services					
	Management and Professional services	0	0	0	0	0
	Studies, analyses and evaluation	0	0	0	0	0
	Engineering and technical services	0	0	0	0	0
	Subtotal	0	0	0	0	0
25.2	Other Services					
	Training:					
	University	0	0	0	0	0
	Other	0	200	200	200	0
	ADP services	0	0	0	0	0
	Telecommunications services	0	0	0	0	0
	Other non-government contracts	0	3,090	3,090	3,090	0
	Other	0	6,645	6,645	6,645	0
	Subtotal	0	9,935	9,935	9,935	0

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 DETAILED REQUIREMENTS BY OBJECT CLASS - Earned Revenue Obligations  
 (Dollar amounts in thousands)

		2010		2010	
		Adjust. to	2010	2010	Increase/
		Base	Base	Estimate	(Decrease)
25.3	Purchases of goods and services from Gov't accounts				
	Training:				
	Office of personnel management	0	0	0	0
	GSA reimbursable services	0	0	0	0
	Payments to GA, WCF	0	1,500	1,500	0
	Other (CAMS)	0	0	0	0
	Subtotal	0	1,500	1,500	0
25.4	Operations of GOCOs	0	0	0	0
25.5	Research and development contracts	0	0	0	0
25.7	Operations and Maintenance of Equipment	0	1,200	1,200	0
	Subtotal Object Class 25	0	12,635	12,635	0
26	Supplies and materials				
	Office supplies	0	700	700	0
	ADP supplies	0	1,300	1,300	0
	Other	0	1,000	1,000	0
	Subtotal	0	3,000	3,000	0

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 DETAILED REQUIREMENTS BY OBJECT CLASS - Earned Revenue Obligations  
 (Dollar amounts in thousands)

	2010 Adjust. to Base	2010 Base	2010 Estimate	Increase/ (Decrease)
31				
Equipment				
Office machines and equipment	0	100	100	0
ADP hardware	0	1,100	1,100	0
ADP software	0	800	800	0
Other	0	0	0	0
Subtotal	0	2,000	2,000	0
32				
Lands and structure	0	0	0	0
33				
Investments and loans	0	0	0	0
41				
Grants, subsidies and contributions	0	0	0	0
42				
Insurance claims and indemnities	0	0	0	0
43				
Interest and dividends	0	0	0	0
44				
Refunds	0	0	0	0
99				
Total Obligations		42,500	42,500	0
Total Budget Authority		42,500	42,500	0

DEPARTMENT OF COMMERCE  
 NATIONAL TECHNICAL INFORMATION SERVICE  
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 CONSULTING AND RELATED SERVICES  
 (Obligations in thousands)

Exhibit 34

	<u>2008</u> <u>Actual</u>	<u>2009</u> <u>Estimate</u>	<u>2010</u> <u>Estimate</u>
Consulting Services.....	\$85	\$0	\$0
Management and professional services .....	0	0	0
Special studies and analysis .....	0	0	0
Management and Support Services for research and development .....	<u>0</u>	<u>0</u>	<u>0</u>
 Total.....	 \$85	 \$0	 \$0

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 AVERAGE GRADE AND SALARIES

Exhibit 36

	<u>2008 Actual</u>	<u>2009 Estimate</u>	<u>2010 Estimate</u>
Average GS/GM Grade .....	10.5	10.8	11.0
Average GS/GM Salary .....	\$78,906	\$82,900	\$87,045