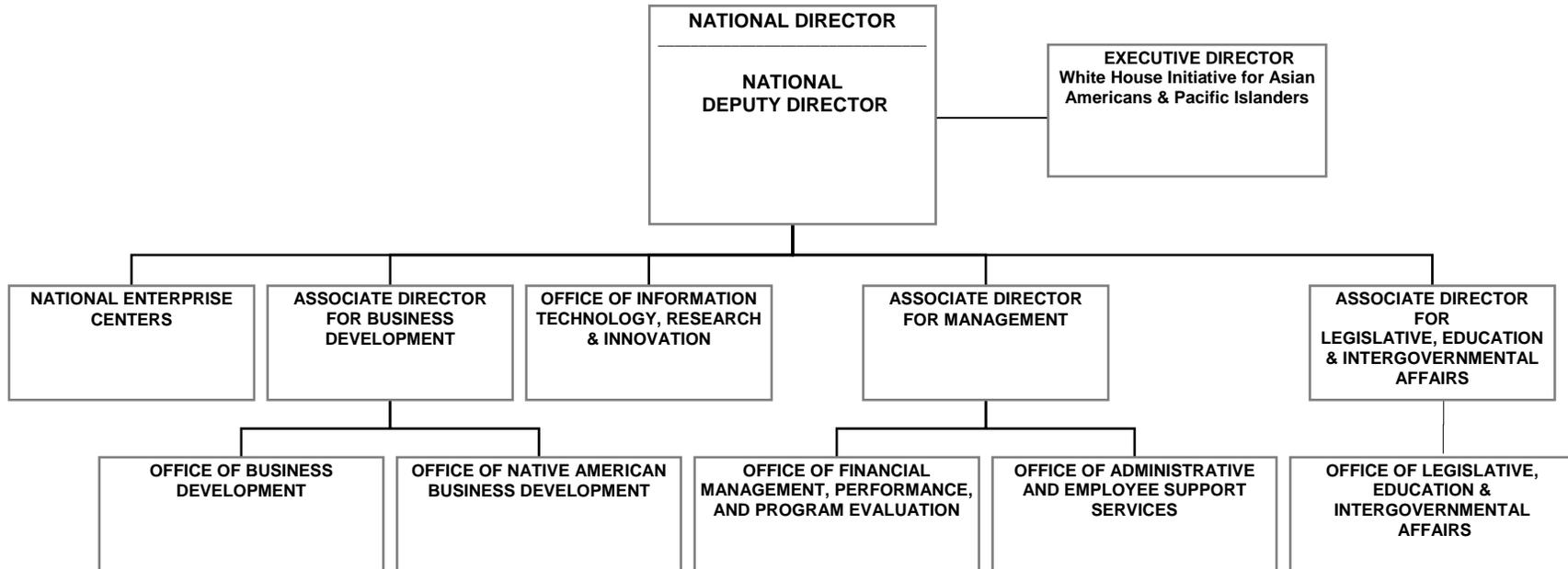


DEPARTMENT OF COMMERCE
 MINORITY BUSINESS DEVELOPMENT AGENCY
 Budget Estimates, Fiscal Year 2010
 Congressional Submission

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DEPARTMENT OF COMMERCE
MINORITY BUSINESS DEVELOPMENT AGENCY
Organization Chart



**Department of Commerce
Minority Business Development Agency
Executive Summary**

Department of Commerce Strategic Goal:	Maximize U.S. competitiveness and enable economic growth for American industries, workers, and consumers.
Department of Commerce Objective:	Foster domestic economic development as well as export opportunities.
Minority Business Development Agency Goal:	To increase access to the marketplace and financing for minority-owned businesses.

The Minority Business Development Agency (MBDA) serves as the only Federal agency dedicated to the establishment, growth and competitiveness of minority business enterprises. MBDA’s vision is to be an entrepreneurially focused and innovative organization, committed to empowering minority business enterprises. In short, MBDA is an entrepreneurial agency serving minority entrepreneurs.

MBDA’s primary objective is achieving entrepreneurial parity for minority business enterprises. Entrepreneurial parity is defined as reaching proportionality between the minority population percentage and the percentage share of business development measures such as numbers of firms, gross receipts, and employment. Recent research shows that business participation rates (the number of business owners in a particular ethnic group for every 1,000 persons of the same ethnic group) for each minority group falls below both the non-minority business participation rate and the national average. Minority businesses are significantly smaller, with fewer employees and lower revenues, than comparable majority-owned businesses. In reaching parity between these business communities, access to financing, education, and technology are the “keys to entrepreneurial success,” according to findings from the Economics and Statistics Administration.

Although businesses with revenues of \$1 million or more constitute just 3% of the overall minority business community, these businesses are responsible for 66% of the total revenues of minority-owned enterprises and 54.4% of employment. Promoting the success of these high-growth minority enterprises can have a significant impact on employment and the tax base in their communities.

In pursuit of entrepreneurial parity, MBDA has engaged in a Strategic Growth policy. The Strategic Growth policy is designed to address the issue of sustainable business value for minority firms operating in high-growth industries. MBDA works to provide these firms with access to capital and markets.

MBDA's FY 2010 budget will continue to pursue increased opportunities for the strategic growth of minority business enterprises, economic parity, and new jobs within the minority business community. MBDA will continue its market-segmented approach to provide high quality, customer-focused business development services. Electronic commerce and a willingness to engage in strategic alliances and joint ventures will continue to be promoted by MBDA in the minority business community. Furthermore, MBDA will support the Administration's economic stimulus and recovery efforts by focusing on job creation and addressing the specific needs of minority businesses during this national economic recovery.

By helping minority businesses reach their full potential, MBDA's programs can support economic growth. However, MBDA recognizes current budget constraints and the need to prioritize limited resources. With that in mind, the FY 2010 budget seeks to provide the highest level of service to the minority business community while supporting the President's overall fiscal goals. A modest increase is included to address the needs of minority businesses as they face economic challenges.

MBDA has realigned its organization and programs, and streamlined operating costs to ensure that the agency is operating more efficiently. This focus on optimal service delivery guides day-to-day operations so that MBDA is able to provide high quality services to the citizens of the United States.

In FY 2010, MBDA will maintain its focus on customer relations management (CRM). As an entrepreneurially focused agency, CRM is the next step in cultural change for a Federal agency dealing with entrepreneurs and business development.

FY 2010 Annual Performance Plan
The Minority Business Development Agency (MBDA)

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- Section 1. Mission
- Section 2. Corresponding DOC Strategic Goal, and Objective / Outcome
- Section 3. Impact of Recovery
- Section 4. Priorities / Management Challenges
- Section 5. Target and Performance Summary Table (with brief measure descriptions) / Validation and Verification
- Section 6. Recovery Act – new metrics
- Section 7. FY 2010 Program Changes
- Section 8. Resource Requirements Summary

Section 1. Mission

Mission: To enhance the growth and expansion of minority business enterprises

Section 2. Corresponding DOC Strategic Goal, and Objective /Outcome

Corresponding DOC Strategic Goal: Strategic Goal 1: Maximize U.S. competitiveness and enable economic growth for American industries, workers, and consumers

Corresponding DOC Objective: Objective 1.1: Foster domestic economic development as well as export opportunities

Performance Goal/Outcome: To increase access to the marketplace and financing for minority-owned businesses

Internal Goals:

1. Improve organizational efficiency, effectiveness, and responsiveness
2. Improve opportunities (contracts/procurements) for minority-owned business to have access to the marketplace
3. Improve access to capital opportunities awarded to minority business enterprises (MBEs)
4. Become a knowledge center for MBEs in the public and private sector

Objectives:

1. Maintain agency performance levels for access to capital and contract awards
2. Continue to improve CRM activities
3. Continue assistance to the gulf coast recovery efforts
4. Reengineer agency programs, grants and project management work processes
5. Expand portal information dissemination and knowledge management initiatives

Rationale:

MBDA fully supports Department of Commerce efforts to ensure the full participation of minority business enterprises (MBEs) competing in the U.S. and global marketplaces. MBDA works to remove barriers to entry and open doors to economic opportunity. Based on the last Census Bureau's "2002 Survey of Business Owners," MBEs were growing at significant rates. Likewise, the MBDA Strategic Growth Initiative (SGI) has made progress, providing performance dividends for minority business. Many high growth minority firms have successfully competed for larger prime contracts and financial awards, and have had a significant economic impact within the minority community. The MBDA funded network of Business Enterprise Centers provides management and technical assistance and offers business services to grow and expand local minority firms. MBDA has aligned staff performance metrics with agency goals. Our objective is to ensure the successful execution of all tasks and assignments in accord with established goals and priorities.

Section 3. Impact of Recovery Act N/A

Section 4. Priorities and Management Challenges

The Agency has updated its Strategic Plan through 2012 and identified future priorities and activities necessary to achieve positive results. These include:

- Enhancing grants administration processes and establishing regional offices as national enterprise centers
- Developing a long term disaster recovery and rebuilding program
- Creating strategic alliances that result in MBE access to the global economy
- Improving CRM
- Enhancing advocacy efforts on behalf of MBEs
- Increasing access to capital for MBEs

MBDA’s management challenges include:

- Improving organizational efficiency, effectiveness, and responsiveness
- Improving contracting and procurement opportunities for minority-owned businesses to enhance access to the marketplace
- Improving access to capital opportunities awarded to MBEs
- Becoming a recognized knowledge management and information center for minority businesses in the public and private sectors

Section 5. Target and Performance Summary Table (with brief measure descriptions) / Validation and Verification

Performance Goal/Outcome: To increase access to the marketplace and financing for minority-owned businesses.						
Measure 1a. Dollar value of contract awards to Minority Business Enterprises (MBEs)	FY 2005 Actual	FY 2006 Actual	FY 2007 Actual	FY 2008 Actual	FY 2009 Target	FY 2010 Target
	\$1.1B	\$1.2B	\$1.2B	\$0.9B	\$0.9B	\$1.0B
Description: MBDA accomplishes its performance goal through the implementation of several business development programs. The success of these programs is measured by the dollar value of contract awards obtained by MBEs and facilitated by MBDA’s grantees and staff. The certainty that MBEs will realize the proceeds associated with these awards varies from contract to contract. Multiple year contracts with option years are less certain as the options may or may not be exercised. MBDA includes the full potential value of multiple year contract awards obtained in its annual reporting for this performance measure, and discloses the dollar value of option years in a footnote. For indefinite delivery contracts, only actual dollar values realized or guaranteed are included in the annual reporting of this outcome performance measure.						

Validation and Verification					
Data Source	Frequency	Data Storage	Internal Controls	Data Limitations	Actions Required
Secured Internet transmission to Program Performance system	On-going submission after obtaining documentation by projects and staff	Oracle platform	Client and Source Verification by Regional Project Managers	Data integrity dependent on agency verification policy and timeliness of review	Quarterly desk assessment and semi-annual site visit and review

Performance Goal/Outcome: To increase access to the marketplace and financing for minority-owned businesses.							
Measure 1b. Dollar value of financial awards obtained	FY 2005 Actual	FY 2006 Actual	FY 2007 Actual	FY 2008 Actual	FY 2009 Target	FY 2010 Target	
		\$0.5B	\$0.4 B	\$0.6 B	\$0.9 B	\$0.5 B	\$0.6 B

Description: MBDA works to obtain financial awards (loans, bonds, lines of credit, letters of credit, equity, etc) for minority clients. Using the funded network, strategic partners, agency staff and the MBDA Internet portal, assistance is provided to package successful financial packages. These awards allow minority firms to expand and grow, to provide products and services, and hire new employees.

Validation and Verification					
Data Source	Frequency	Data Storage	Internal Controls	Data Limitations	Actions Required
Secured Internet transmission to Program Performance system	On-going submission after obtaining documentation by projects and staff	Oracle platform	Client and Source Verification by Regional Project Managers	Data integrity dependent on agency verification policy and timeliness of review	Quarterly desk assessment and semi-annual site visit and review

Performance Goal/Outcome: To increase access to the marketplace and financing for minority-owned businesses.						
Measure 1c. Number of new job opportunities created	FY 2005 Actual	FY 2006 Actual	FY 2007 Actual	FY 2008 Actual	FY 2009 Target	FY 2010 Target
		2,270	4,254	3,506	4,603	3,000
Description: By assisting minority firms to compete in the marketplace for contracts and financial awards, MBDA increases the number of new employees within minority businesses. This demonstrates MBDA's long-term goal for economic parity and its contribution to the Nation's economy.						
Validation and Verification						
Data Source	Frequency	Data Storage	Internal Controls	Data Limitations	Actions Required	
Secured Internet transmission to Program Performance system	Quarterly reports as available directly from clients	Oracle platform	Client Source documents forwarded to Region Project Managers	Data integrity dependent on agency verification policy and timeliness of review	Quarterly desk assessment and semi-annual site visit and review	

Performance Goal/Outcome: To increase access to the marketplace and financing for minority-owned businesses.						
Measure 1d. Percent increase in Client Gross receipts	FY 2005 Actual	FY 2006 Actual	FY 2007 Actual	FY 2008 Actual	FY 2009 Target	FY 2010 Target
		15%	6%	5%	6%	6%
Description: Profiles of assisted businesses help determine the average client receipts for the year. Through its Strategic Growth Initiative, MBDA seeks to grow and expand minority firms. MBDA measures the increases in gross receipts to determine the growth in assisted firms.						
Validation and Verification						
Data Source	Frequency	Data Storage	Internal Controls	Data Limitations	Actions Required	
Secured Internet transmission to Program Performance system	Quarterly reports as available directly from clients	Oracle platform	Client Source documents forwarded to Region Project Managers	Data integrity dependent on agency verification policy and timeliness of review	Quarterly desk assessment and semi-annual site visit and review	

Performance Goal/Outcome: To increase access to the marketplace and financing for minority-owned businesses.						
Measure 1e. Satisfaction rating for the American Customer Satisfaction Index (ACSI)	FY 2005 Actual	FY 2006 Actual	FY 2007 Actual	FY 2008 Actual	FY 2009 Target	FY 2010 Target
		68%	N/A	72%	N/A	75%
Description: MBDA requires funded projects and agency staff to demonstrate strong CRM practices when providing services to minority business clients. The agency includes this in project evaluations and staff performance plans. MBDA contracts with the Federal Consulting Group at the Department of the Treasury and the University of Michigan to measure customer satisfaction and establish an American Customer Satisfaction Index (ACSI). The ACSI survey is conducted every other year.						
Validation and Verification						
Data Source	Frequency	Data Storage	Internal Controls	Data Limitations	Actions Required	
Contracted Survey with Federal Consulting Group	Two year follow-up Survey	Develop a revised model to review projects, Staff and regions for benchmark	Client Performance System and Phoenix Database Systems Portal Clients Served	Data integrity dependent on agency verification policy and timeliness of review	Quarterly desk assessment and semi-annual site visit and review	

Performance Goal/Outcome: To increase access to the marketplace and financing for minority-owned businesses.					
Measure 1f. Cumulative Economic Impact	FY 2005 Actual	FY 2010 Target	FY 2015 Target	FY 2020 Target	
		\$11B	\$16B	\$23B	\$30B
Description: In reviewing its annual activities related to the dollar value of contracts and financial awards, the long term goal of achieving \$30 billion dollars in cumulative economic impact by 2020 has been established (base year of FY 1999). Progress toward this goal is tracked annually. This new long-term, outcome measure was instituted as a result of the recent PART review.					
Comments on Changes to Targets: Targets reflect the cumulative effect of annual targets for measures described above.					
Validation and Verification					
Data Source	Frequency	Data Storage	Internal Controls	Data Limitations	Actions Required
Secured Internet transmission to Program Performance system	Every five years	Oracle platform	Client and Source Verification by Regional Project Managers	Data integrity dependent on agency verification policy and timeliness of review	Quarterly desk assessment and semi-annual site visit and review

Section 6. Recovery Act – new metrics N/A

Section 7. FY 2010 Program Changes

	Accompanying GPRA		Base		Increase/Decrease		Page of Exhibit 13 Discussion
	APP Page no.	Performance Measure no.	FTE	Amount	FTE	Amount	
Minority Business Assistance During Economic Recovery	MBDA-6-8	1a, 1b,1c,1d	100	30,563	1	437	MBDA-27

Section 8. Resource Requirements Summary

	FY 2004 Actual	FY 2005 Actual	FY 2006 Actual	FY 2007 Actual	FY 2008 Actual	FY 2009 Estimate	FY 2010 Base	Increase/Decrease	FY 2010 Request
Performance Goal/Outcome: To increase access to the marketplace and financing for minority-owned businesses.									
Total Funding	29.1	29.8	29.8	28.9 ¹	28.5	30.1	30.9	0.4	31.3
Direct	28.5	29.5	29.6	28.6	28.2	29.8	30.6	0.4	31.0
Reimbursable	0.6	0.3	0.2	0.3	0.3	0.3	0.3	0	0.3
IT Funding	1.5	1.5	2.0	2.0	2.0	2.0	2.0	0	2.0
FTE	92	96	94	88 ²	74 ³	100	100	1	101

¹ Amount reflects rescission to direct FY 2007 appropriations.

² Reflects actual FTE usage in FY 2007.

³ Reflects actual FTE usage in FY 2008.

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Department of Commerce
 Minority Business Development Agency
 Minority Business Development
 SUMMARY OF RESOURCE REQUIREMENTS
 (Dollar amounts in thousands)

Page No.		Positions	FTE	Budget Authority	Obligations
	FY 2009 Appropriation	110	100	29,825	29,860
	Less unobligated balance from prior year				(35)
MBDA-14	plus: 2010 adjustments to base	0	0	738	738
	2010 base	110	100	30,563	30,563
MBDA-27	plus: 2010 program changes	1	1	437	437
	2010 estimate	111	101	31,000	31,000

		2008 Actual	2009 Currently Available	2010 Base	2010 Estimate	Increase/ (Decrease) over 2010 Base	
		Personnel	Amount	Personnel	Amount	Personnel	Amount
<u>Comparison by activity:</u>							
Minority Business Development:							
Minority Business Development	Pos./BA	110	28,623	110	29,825	111	31,000
	FTE/Obl.	74	28,232	100	29,860	101	31,000
				110	30,563		
				100	30,563		
Total	Pos./BA	110	28,623	110	29,825	111	31,000
	FTE/Obl.	74	28,232	100	29,860	101	31,000
Adjustments to Obligations:							
	Recoveries		(18)				
	Unobligated Balance, SOY			(35)			
	Unobligated Balance, Transferred						
	Unobligated Balance, EOY		35				
	Unobligated Balance, Expiring		391				
Financing from transfers:							
	Transfer from other accounts						
	Transfer to other accounts						
Appropriation		28,623		29,825		30,563	
						31,000	437

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Department of Commerce
 Minority Business Development Agency
 Minority Business Development
 SUMMARY OF REIMBURSABLE OBLIGATIONS
 (Dollar amounts in thousands)

		2008		2009		2010		2010		Increase/ (Decrease) over 2010 Base	
		Actual		Currently Available		Base		Estimate		Personnel	Amount
<u>Comparison by activity:</u>		Personnel	Amount	Personnel	Amount	Personnel	Amount	Personnel	Amount	Personnel	Amount
Minority Business Development	Pos./BA	0	304	0	300	0	300	0	300	0	0
Total	Pos./BA	0	304	0	300	0	300	0	300	0	0

Department of Commerce
 Minority Business Development Agency
 Minority Business Development
 SUMMARY OF FINANCING
 (Dollar amounts in thousands)

	2008 Actual Amount	2009 Currently Available Amount	2010 Base Amount	2010 Estimate Amount	Increase/ Decrease Amount
Total Obligations	28,536	30,160	30,863	31,300	437
Financing:					
Offsetting collections from:					
Federal funds	(304)	(300)	(300)	(300)	0
Trust funds	0	0	0	0	0
Non-Federal sources	0	0	0	0	0
Recoveries	(18)				
Unobligated balance, start of year	(16)	(35)	0	0	0
Unobligated balance transferred	0	0	0	0	0
Unobligated balance, end of year	35	0	0	0	0
Unobligated balance expiring	391	0	0	0	0
Budget Authority	28,623	29,825	30,563	31,000	437
Transfer from other accounts (-)	0	0	0	0	0
Transfer to other accounts (+)	0	0	0	0	0
Appropriation	28,623	29,825	30,563	31,000	437

Department of Commerce
 Minority Business Development Agency
 Minority Business Development
 ADJUSTMENTS TO BASE
 (Dollar amounts in thousands)

	FTE	Amount
Other Changes:		
2009 Pay Raise		189
2010 Pay Raise		164
Working Capital Fund Pay Raise		11
Civil Service Retirement System (CSRS)		(51)
Federal Employees Retirement System (FERS)		81
Thrift Savings Plan		15
Federal Insurance Contribution Act (FICA)-OASDI		40
Health Insurance		13
Employees' Compensation Fund		38
Travel		
Mileage		10
Per Diem		7
Rental Payments to GSA		43
Postage		2
HCHB Steam		70
HCHB Electricity		141
Printing and reproduction		1
Other services:		
Working capital fund		325
Less payment to WCF for utilities		(200)
Less payment to ITA for personnel services		(183)
General Pricing Level Adjustment		
Other Services		20
Communications, utilities, and miscellaneous charges		1
Supplies and Materials		1
Total, Adjustments to Base	0	738

Department of Commerce
 Minority Business Development Agency
 Minority Business Development
 JUSTIFICATION OF ADJUSTMENTS TO BASE
 (Dollar amounts in thousands)

Object Class	FTE	Amount
2009 Pay Raise.....	0	189
A pay raise of 3.9% will become effective January 1, 2009.		
Total cost in 2010 of 2009 pay increase.....		427,000
Less amount funded in 2009		238,000
Less amount absorbed.....		0
Amount requested in 2010 to provide cost of 2009 pay increase.....		189,000
2010 Pay Raise.....	0	175
A general pay raise of 2.0% is assumed to be effective January 1, 2010.		
The cost in 2010 of pay increase.....		163,761
Less amount absorbed in FY 2010.....		0
Amount requested for 2010 pay increase.....		163,761
Payment to Working Capital Fund.....		11,000
Total, adjustment for 2010 pay increase.....		174,761
Civil Service Retirement System (CSRS).....	0	(51)
The number of employees covered by Civil Service Retirement System (CSRS) continues to drop as positions become vacant and are filled by employees who are covered by the Federal Employees Retirement System (FERS). The estimated percentage of payroll for employees covered by CSRS will drop from 34.3% in 2009 to 26.5% in 2010 for regular employees. Contribution rates will remain the same.		
2010 \$9,303,000 x .265 x .0700.....		172,571
2009 \$9,303,000 x .343 x .0700.....		223,365
Total adjustment-to-base.....		(50,794)

Federal Employees Retirement System (FERS)..... 0 81

The number of employees covered by FERS will continue to rise as employees covered by CSRS leave and are replaced by employees covered by FERS. The estimated percentage of payroll for employees covered by FERS will rise from 65.7% in 2009 to 73.5% in 2010 for regular employees. The contribution rate will remain the same.

2010	\$9,303,000 x .735 x .1120.....	765,823
2009	\$9,303,000 x .657 x .1120.....	684,552
Total adjustment-to-base.....		<u>81,271</u>

Thrift Savings Plan (TSP)..... 0 15

The cost of agency contributions to the Thrift Savings Plan will also rise as FERS participation increases. The contribution rate is expected to remain 2% in 2010.

2010	\$9,303,000 x .735 x .020.....	136,754
2009	\$9,303,000 x .657 x .020.....	122,241
Total adjustment-to-base.....		<u>14,513</u>

Federal Insurance Contribution Act (FICA)..... 0 40

As the percentage of payroll covered by FERS rises, the cost of OASDI contributions will increase. In addition, the maximum salary subject to OASDI tax will rise from \$102,300 to \$106,425 in 2010. The OASDI tax rate will remain 6.20% in 2010.

Regular:

2010	\$9,303,000 x .735 x .928 x .062.....	393,414
2009	\$9,303,000 x .657 x .932 x .062.....	353,180
Subtotal		<u>40,234</u>

Other Salaries:

2010	\$53,000 x .735 x .928 x .062.....	2,241
2009	\$53,000 x .657 x .932 x .062.....	2,012
Subtotal		<u>229</u>

Total adjustment-to-base 40,463

Health Insurance.....	0	13
<p>Effective January 2010, MBDA's contribution to Federal employees' health insurance premiums increased by 2.1%. Applied against the 2009 estimate of \$637,000, the additional amount required is \$13,337.</p>		
Employee's Compensation Fund.....	0	38
<p>The Employee's Compensation Fund bill for the year ending June 30, 2008 is \$38,000 more than the bill for the year ending June 30, 2007. The charges will be reimbursed to the Department of Labor pursuant to 5 U.S.C 8147.</p>		
Mileage rate increase.....	0	10
<p>Effective January 1, 2009, the General Services Administration raised the mileage rate to 58.5 cents per mile, a 20.6% rate increase. This percentage was applied to the 2009 estimate of \$50,000 to arrive at an increase of \$10,000.</p>		
Per Diem.....	0	7
<p>Effective October 1, 2008, the General Services Administration changed per diem rates. This change results in a 4.4% increase to MBDA. This percentage was applied to the 2009 estimate of \$150,000 to arrive at an increase of \$7,000.</p>		
Rental Payments to GSA.....	0	43
<p>GSA rates are projected to increase 2.5% in 2010. This percentage was applied to the 2009 estimate of \$1,716,000 to arrive at an increase of \$42,900.</p>		
Postage	0	2
<p>Effective May 11, 2009, the Governors of the Postal Service implemented a rate increase for first-class mail from 0.41 cents to 0.42 cents. A 2.4% increase was applied to the 2009 estimate of \$77,000 to arrive at an increase of \$1,848.</p>		

HCHB Steam.....	0	70
Steam cost share in the Herbert C.Hoover building.		
HCHB Electricity.....	0	141
Electricity cost share in the Herbert C.Hoover building.		
Printing and Reproduction.....	0	1
Printing and reproduction is estimated to increase 0.8%. This percentage was applied to the 2009 estimate of \$102,000 to arrive at an increase of \$816.		
Other Services.....	0	(58)
This request applies to working capital fund increases and decreases at the Department of commerce (\$325,000 in increased costs, less \$200,000 payment to the working capital fund for utilities and less \$183,000 payment to the International Trade Administration for personnel services).		
General Pricing Level Adjustment.....	0	22
This request applies OMB economic assumptions for FY 2010 to sub-object classes where the prices that the government pays are established through the market system. Factors are applied to communications, utilities and miscellaneous charges (excluding postage & FTS 2000) (\$1,240); other services (\$20,248); and supplies and materials (\$624).		
Total FY 2010 Adjustments to Base and Built-in-Changes.....		738

Department of Commerce
 Minority Business Development Agency
 Minority Business Development
 PROGRAM AND PERFORMANCE: DIRECT OBLIGATIONS
 (Dollar amounts in thousands)

Activity: Minority Business Development
 Subactivity: Minority Business Development

		2008		2009		2010		2010		Increase/ (Decrease)	
		Actual		Currently Available		Base		Estimate		over 2010 Base	
		Personnel	Amount	Personnel	Amount	Personnel	Amount	Personnel	Amount	Personnel	Amount
Minority Business Development	Pos./BA	110	28,623	110	29,825	110	30,563	111	31,000	1	437
	FTE/Obl.	74	28,232	100	29,860	100	30,563	101	31,000	1	437
Total	Pos./BA	110	28,623	110	29,825	110	30,563	111	31,000	1	437
	FTE/Obl.	74	28,232	100	29,860	100	30,563	101	31,000	1	437

Department of Commerce
 Minority Business Development Agency
 Minority Business Development
 PROGRAM AND PERFORMANCE: REIMBURSABLE OBLIGATIONS
 (Dollar amounts in thousands)

Activity: Minority Business Development
 Subactivity: Minority Business Development

		2008		2009		2010		2010		Increase/ (Decrease)	
		Actual		Currently Available		Base		Estimate		over 2010 Base	
		Personnel	Amount	Personnel	Amount	Personnel	Amount	Personnel	Amount	Personnel	Amount
<u>Comparison by activity:</u>											
Minority Business Development	Pos./BA	0	304	0	300	0	300	0	300	0	0
	FTE/Obl.	0	0	0	0	0	0	0	0	0	0
Total	Pos./BA	0	304	0	300	0	300	0	300	0	0
	FTE/Obl.	0	0	0	0	0	0	0	0	0	0

Department of Commerce
 Minority Business Development Agency
 Minority Business Development
 JUSTIFICATION OF PROGRAM AND PERFORMANCE

Activity: Minority Business Development

Subactivity: Minority Business Development

Goal and Objectives

Department of Commerce Strategic Goal:	Maximize U.S. competitiveness and enable economic growth for American industries, workers, and consumers.
Department of Commerce Objective:	Foster domestic economic development as well as export opportunities.
Minority Business Development Agency Goal:	To increase access to the marketplace and financing for minority-owned businesses.

Activities and Objectives:

- To increase the dollar value of contracts awarded.
- To increase the dollar value of financial awards obtained.
- To increase the number of new job opportunities created.
- To improve the satisfaction rating for the American Customer Satisfaction Index (ACSI).
- To promote the increase of business gross receipts.

Base Program

In 1969, President Richard M. Nixon issued Executive Order 11458, which created the Office of Minority Business Enterprise (OMBE) to foster the competitiveness of minority business enterprises (MBEs). Two years later, Executive Order 11625 expanded OMBE's scope by prescribing the development of a national program for MBEs. President Ronald Reagan further expanded the Agency's authority in 1983 through Executive Order 12432 calling for each Federal agency to develop plans to assist the minority business community. Today, MBDA remains the only Federal agency dedicated to the establishment, growth, and competitiveness of MBEs.

MBDA provides business development services to the minority business community. MBDA develops policies and designs programs to increase minority business participation in the national and global economies. MBDA continues to make investments in the future of minority business. MBDA enhances the success of minority entrepreneurs by expanding the availability of market and financing opportunities and providing consulting services.

MBDA's National and Regional Enterprise Centers (NECs and RECs) continue to serve as the frontline service providers for client business development services that are innovative and entrepreneurially focused. The focal point of MBDA's enterprise centers continues to be servicing strategic growth firms and identifying new opportunities from public and private sector organizations. The NECs and RECs respond to minority business enterprises using a variety of electronic business tools and services, strategic alliances, and outreach activities.

MBDA has continued to use electronic tools to provide business development services and to foster access to information about minority business development. The Minority Business Internet Portal (MBIP) is a menu driven, user-friendly system that assists clients with business development needs and information. The MBIP includes a variety of online resources such as the Phoenix/Opportunity On-line Bid-Matching system, the interactive Business Planner, Business Loan Analyzer, and the Capital Access business tool. MBDA also uses the Internet Portal as an information clearinghouse and national center for referral of minority-owned businesses of all sizes to the vast network of public and private business development resources.

The future growth of minority-owned businesses is dependent on access to growth markets and the availability of resources necessary to penetrate those markets. MBDA has broadened its reach to the minority business community through the use of electronic commerce by promoting and providing business information that can assist minority businesses in these areas.

MBDA will continue to leverage its resources and expand its outreach. The agency has formed partnerships with other government agencies such as the International Trade Administration (ITA), other trade institutions, and the minority business community to promote and expand opportunities for minority firms in the global marketplace. MBDA accomplishes this through a series of activities that are designed to take advantage of the historical, cultural, and language affinities that provide natural competitive benefits to minority businesses with ties to countries in Africa, Latin America, Europe, and Asia.

MBDA's focus is to help MBEs achieve entrepreneurial parity. The provision of entrepreneurial development services addresses the need to start, maintain, and expand businesses in efforts that go beyond the historical focus on increased penetration of the Federal government marketplace. The goal is to impact the total number of *entrepreneurially focused* minority-owned firms in the United States and their earnings potential.

Business Development Network

MBDA has successfully provided business development services to MBEs through a network that includes the MBDA's staff and funded organizations. MBDA has continued to build on this base by using the services of the Minority Business Opportunity Centers (MBOC), Minority Business Enterprise Centers (MBEC), and Native American Business Enterprise Centers (NABEC).

MBECs, NABECs and MBOCs make up MBDA's network of private and public organizations that provide an array of business development services to the minority business community. These centers are funded through cooperative agreements commonly referred to as grants that are awarded annually based on a three-year agreement. Through these programs, MBDA has been able to standardize services, expand its outreach, and leverage its resources.

The MBDA programs provide:

- management and technical assistance to MBEs;
- identification of market and contracting opportunities for minority firms;
- growth in the dollar values and numbers of actual contract awards with a commensurate increase in jobs;
- expansion of the dollar value and number of financial awards to MBEs;
- increased access to equity and working capital;
- training in management skills and business acumen for minority entrepreneurs; and
- assistance in gaining and maintaining access to profitable markets.

Capital and Market Access

Capital access programs for minority business development have historically focused on debt capital guarantee programs run by the Federal government. However, there is a much greater need for equity capital. Based on a Milken Institute study, capital demands of minority businesses are in excess of \$144 billion annually, consisting of approximately \$1 billion in equity capital and \$143 billion in debt financing. Nevertheless, estimates indicate that less than \$20 billion per year in debt financing has been made available to minority businesses by commercial banks. Minority businesses continue to have difficulty obtaining capital through the commercial markets.

Advocacy

MBDA supports minority business participation in the economy because helping MBEs reach entrepreneurial parity benefits the entire country. Therefore, MBDA uses advocacy, research, and information to promote the development and delivery of services and to advance key policy initiatives.

The most prominent traditional advocacy activity has been the Minority Enterprise Development (MED) Week event. This annual event has been held throughout the country since 1982. MED Week recognizes the achievements of minority entrepreneurs who were assisted by the Agency as well as the public/private sector entities that have supported them. At local MED Week events, businesses are nominated for regional and national honors. The local events culminate in the National MED Week event held in Washington, DC in September. During MED Week, MBDA hosts such events as a minority youth summit that includes business plan competitions for college students. National MED Week attracts more than 1,000 participants annually.

MED Week promotes business growth through a variety of networking opportunities and constitutes a forum that allows minority businesses to:

- participate in workshops and seminars on issues of importance to the minority business community;
- gather information about available business opportunities;
- network with governmental and private sector purchasing officials;
- market their goods and services through the purchase of exhibit booths; and
- receive Congressional and Presidential recognition for significant achievements.

MBDA will continue to partner with the Small Business Administration (SBA), other governmental entities, and the private sector to produce this forum for advocating on behalf of the minority business community.

Electronic Access to Markets

Through MBDA's Internet Portal, the Agency's Phoenix and Opportunity Databases electronically match minority business capabilities with contract and other opportunities. The Phoenix Database consists of minority-owned firms that register their capabilities online through the MBDA Internet Portal, and the Opportunity Database permits any individual or institution to register procurement opportunities online. The system automatically matches firms with opportunities and provides follow-up tracking. MBDA also uses these databases to broker relationships among minority businesses seeking to enter partnerships, joint ventures, and other strategic alliances in order to enhance their capability to conduct large scale business transactions. MBDA will continue to populate the system by conducting workshops and seminars for minority companies and providing direct linkages to electronic commerce through Minority Business Enterprise Centers and Minority Business Opportunity Centers.

MBDA continues to provide outreach, training, and customer service initiatives designed to encourage minority-owned firms to actively participate in electronic commerce. For example, MBDA and the National Institutes of Standards and Technology (NIST) have partnered and sponsored training courses for minority executives in electronic commerce.

MBDA is using state-of-the-art electronic tools to address the needs of MBEs on a global scale. One example of these tools is the Business Development Geographic Information System. Geographic Business Information Systems (GBIS) software delivers market research technology for minority firms via the Internet. This innovative technological approach provides timely and cost effective information to entrepreneurs to solve business problems, and may be used as:

- a resource locator that can electronically identify a network of public and private business assistance resources available within the user's local market; and
- as a market analysis tool that can assist in conducting comprehensive market research that develops effective entrepreneurial strategies for market penetration.

Any business having access to the Internet can search for business development resources by selecting the type of resource they need and simply clicking on a map. MBDA's GBIS brings much-needed clarity to the intricate and often frustrating web of available private

and public resources, thereby substantially reducing the time and costs typically associated with locating available assistance. This user-friendly software identifies local, regional, or national resources to the benefit of the firm. These resources may have never been found using traditional, manual search techniques.

**Department of Commerce
Minority Business Development Agency
Minority Business Development
(Dollar amounts in thousands)**

		<u>2009 Base</u>		<u>2010 Estimate</u>		<u>Increase</u>	
		<u>Personnel</u>	<u>Amount</u>	<u>Personnel</u>	<u>Amount</u>	<u>Personnel</u>	<u>Amount</u>
Minority Business Assistance							
During Economic Recovery	Pos/BA	110	\$30,563	111	\$31,000	1	\$437
	FTE/Obl	100	\$30,563	101	\$31,000	1	\$437

MBDA is requesting \$437,000 to fund one additional minority business development grant and one additional district office. The additional center would be a Minority Business Enterprise Center or a Minority Business Opportunity Center, and one MBDA district staff office to be located in the Midwest region. The center will provide a full array of business development services, including loan packaging assistance, the identification of contracting opportunities, and general minority business advocacy. The center will be selected through a competitive grants process focused on an area of the country where minority businesses have been most affected by the current economic crisis.

The grant would be for approximately \$300,000. The following annual performance data is estimated:

- Approximately 100 clients per year;
- On average, \$10.7 million in financial awards obtained for clients (loans, lines of credit, bonding);
- On average, \$25 million in contract awards obtained for clients;
- On average, 68 new job opportunities created; and
- On average, \$225,000 in new gross receipts for clients.

This grant will contribute to MBDA's overall annual program performance and will therefore play an integral part in helping MBDA achieve its goals and mission.

The MBDA district office would be staffed by one business development specialist (BDS) and located in the Midwest, specifically in an area where minority businesses have the greatest need. The BDS would be responsible for opportunity dissemination, steering clients and deals to MBDA funded centers, training of MBEs, direct client services, and overall advocacy for minority business. This request would fund one GS-13 business development specialist, associated support costs including travel, and lease costs for office space.

	2010	2011	2012	2013	2014
Performance Measures:					
Dollar value of contract awards to Minority Business Enterprises (MBEs)	\$25M	\$25M	\$25M	\$25M	\$25M
Dollar value of financial awards obtained	\$10.7M	\$10.7M	\$10.7M	\$10.7M	\$10.7M
Number of new job opportunities created	68	68	68	68	68
Increase in Client Gross receipts	\$0.2M	\$0.2M	\$0.2M	\$0.2M	\$0.2M
Cost and Benefits:					
Direct Obligations: Uncapitalized Budget Authority Outlays	\$437	\$437	\$437	\$437	\$437
	\$437	\$437	\$437	\$437	\$437
	\$219	\$411	\$437	\$437	\$437
FTE	1	1	1	1	1
Benefits, dollars (ROAI \$43/\$1)	\$19M	\$19M	\$19M	\$19M	\$19M

Department of Commerce
 Minority Business Development Agency
 Minority Business Development
 PROGRAM CHANGE PERSONNEL DETAIL
 (Dollar amounts in thousands)

Activity: Minority Business Development
 Subactivity: Minority Business Development
 Program Change: Minority Business Assistance During Economic Recovery

Title:	Grade	Number	Annual Salary	Total Salaries
Business Development Specialist	13	1	86,927	86,927
Total		1		86,927
Less Lapse		(0.25)		(21,732)
Total Full-time permanent (FTE)		1		65,195
FY 2010 Pay Raise (2%)				1,304
Total				66,499

25.00%

Personnel Data

Full-time Equivalent Employment
 Full-time permanent
 Other than full-time permanent
 Total
 Authorized Positions:
 Full-time permanent
 Other than full-time permanent
 Total

1
0
1
1
0
1

Department of Commerce
 Minority Business Development Agency
 Minority Business Development
 PROGRAM CHANGE DETAIL BY OBJECT CLASS
 (Dollar amounts in thousands)

Activity: Minority Business Development		
Subactivity: Minority Business Development		
Program Change: Minority Business Assistance During Economic Recovery		2010
Object Class		Increase/ (Decrease)
11	Personnel compensation	
11.1	Full-time permanent	66
11.3	Other than full-time permanent	
11.5	Other personnel compensation	
11.8	Special personnel services payments	
		<hr/>
11.9	Total personnel compensation	66
12.1	Civilian personnel benefits	19
13	Benefits for former personnel	
21	Travel and transportation of persons	30
22	Transportation of things	
23.1	Rental payments to GSA	
23.2	Rental payment to others	15
23.3	Commun., util., misc. charges	3
24	Printing and reproduction	
25.1	Advisory and assistance services	
25.2	Other services	
25.3	Purchases of goods and services from Government accounts	
25.4	Operations and maintenance of facilities	
25.5	Research and development contracts	
25.6	Medical care	
25.7	Operation and maintenance of equipment	
25.8	Subsistence and support of persons	
26	Supplies and materials	2
31	Equipment	2
32	Lands and structures	
33	Investments and loans	
41	Grants, subsidies and contributions	300
42	Insurance claims and indemnities	
43	Interest and dividends	
44	Refunds	
99	Total obligations	<hr/> 437

Department of Commerce
 Minority Business Development Agency
 Minority Business Development
 SUMMARY OF REQUIREMENTS BY OBJECT CLASS
 (Dollar amounts in thousands)

Object Class	2008 Actual	2009 Currently Available	2010 Base	2010 Estimate	Increase / (Decrease)
11 Personal compensation					
11.1 Full-time permanent	8,713	9,303	9,656	9,722	66
11.3 Other than full-time permanent	0	0	0	0	0
11.5 Other personnel compensation	51	53	53	53	0
11.8 Special personnel services payments	0	0	0	0	0
11.9 Total personnel compensation	8,764	9,356	9,709	9,775	66
12.1 Civilian personnel benefits	1,756	1,855	1,991	2,010	19
13 Benefits for former personnel	0	0	0	0	0
21 Travel and transportation of persons	400	410	427	457	30
22 Transportation of things	11	11	11	11	0
23.1 Rental payments to GSA	1,676	1,716	1,759	1,759	0
23.2 Rental payment to others	11	11	11	26	15
23.3 Commun., util., misc. charges	226	232	446	449	3
24 Printing and reproduction	100	102	103	103	0
25.1 Advisory and assistance services	1,500	513	1,338	1,338	0
25.2 Other services	800	2,023	1,183	1,183	0
25.3 Purchases of goods and services from Government accounts	1,290	2,347	2,300	2,300	0
25.4 Operations and maintenance of facilities	0	0	0	0	0
25.5 Research and development contracts	0	0	0	0	0
25.6 Medical care	0	0	0	0	0
25.7 Operation and maintenance of equipment	63	30	30	30	0
25.8 Subsistence and support of persons	22	0	0	0	0
26 Supplies and materials	76	78	79	81	2
31 Equipment	5	5	5	7	2
32 Lands and structures	0	0	0	0	0
33 Investments and loans	0	0	0	0	0
41 Grants, subsidies and contributions	11,532	11,171	11,171	11,471	300
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	28,232	29,860	30,563	31,000	437
Less: Recoveries	(18)				
Less: Unobligated Balance, SOY	(16)	(35)			
Plus: Unobligated Balance, Transferred					
Plus: Unobligated Balance, EOY	35				
Plus: Unobligated Balance, Expiring	391				
Less: Transfer from other accounts					
Less: Transfer to other accounts					
99.1 Total Budget Authority	28,623	29,825	30,563	31,000	437

Department of Commerce
 Minority Business Development Agency
 Minority Business Development
 SUMMARY OF REQUIREMENTS BY OBJECT CLASS
 (Dollar amounts in thousands)

Object Class	2008 Actual	2009 Currently Available	2010 Base	2010 Estimate	Increase / (Decrease)
Less: Obligations from prior year					
Total Budget Authority	28,232	29,860	30,563	31,000	437
Personnel Data					
Full-Time Equivalent Employment:					
Full-time permanent	74	100	100	101	1
Other than full-time permanent	0	0	0	0	0
Total	74	100	100	101	1
Authorized Positions:					
Full-time permanent	110	110	110	111	1
Other than full-time permanent	0	0	0	0	0
Total	110	110	110	111	1

Department of Commerce
 Minority Business Development Agency
 Minority Business Development
 DETAILED REQUIREMENTS BY OBJECT CLASS
 (Dollar amounts in thousands)

Object Class	2010 Adjustment to Base	2010 Base	2010 Estimate	Increase / (Decrease)
11 Personal compensation				
11.1 Full-time permanent				
Executive level				
Senior executive service	15	575	575	0
General schedule	338	9,081	9,147	66
Commissioned officers	0	0	0	0
Wage board/wage marine	0	0	0	0
Scientific & professional (P.L. 80-313)	0	0	0	0
Examiners of patent appeals (P.L. 82-593, 98-622)	0	0	0	0
Examiners of trademark appeals (P.L. 98-622)	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
[Law enforcement]	0	0	0	0
Subtotal	353	9,656	9,722	66
11.3 Other than full-time permanent				
General schedule	0	0	0	0
Wage board	0	0	0	0
Experts & consultants	0	0	0	0
Hourly	0	0	0	0
Subtotal	0	0	0	0

Object Class		2010 Adjustment to Base	2010 Base	2010 Estimate	Increase / (Decrease)
11.5	Other personnel compensation				
	Overtime	0	33	33	0
	SES performance awards	0	0	0	0
	Cash awards	0	0	0	0
	Merit pay awards	0	0	0	0
	Other	0	20	20	0
	Subtotal	0	53	53	0
11.8	Special personnel services payments				
	Foreign service officers (State)	0	0	0	0
	Other	0	0	0	0
	Subtotal	0	0	0	0
11.9	Total personnel compensation	353	9,709	9,775	66
12.1	Civilian personnel benefits				
	Civil service retirement	(51)	78	78	0
	Federal employees' retirement	81	652	658	6
	Thrift savings plan	15	105	108	3
	Federal insurance contribution act	40	282	285	3
	Health insurance	13	650	655	5
	Life insurance	0	11	11	0
	Employees' compensation fund	38	227	229	2
	Civil service retirement and disability fund	0	(14)	(14)	0
	Subtotal	136	1,991	2,010	19

Object Class		2010 Adjustment to Base	2010 Base	2010 Estimate	Increase / (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	200	215	15
	Mileage	10	60	65	5
	Per diem/actual	7	157	167	10
	Vehicular	0	10	10	0
	Other	0	0	0	0
	[Overseas estimates]	0	0	0	0
	Subtotal	17	427	457	30
22	Transportation of things	0	11	11	0
	[Overseas estimates]				
23.1	Rental payments to GSA	43	1,759	1,759	0
23.2	Rental payment to others	0	11	26	15
23.3	Commun., util., misc. charges				
	Rental of ADP equipment	0	0	0	0
	Rental of office copying equipment	0	77	77	0
	Other equipment rental	0	0	0	0
	Federal telecommunications systems	0	80	82	2
	Other telecommunications services	1	76	77	1
	Postal Service by USPS	2	2	2	0
	HCHB Steam	70	70	70	0
	HCHB Electricity	141	141	141	0
	Other	0	0	0	0
	[Overseas estimates]	0	0	0	0
	Subtotal	214	446	449	3

Object Class		2010 Adjustment to Base	2010 Base	2010 Estimate	Increase / (Decrease)
24	Printing and reproduction				
	Publications	1	31	31	0
	Public use forms	0	2	2	0
	Envelopes	0	2	2	0
	Other	0	68	68	0
	[Payments to GA, WCF]	0	[88]	[88]	0
	[Overseas estimates]	0	0	0	0
	Subtotal	1	103	103	0
25.1	Advisory and assistance services				
	Management & professional support services	0	1,338	1,338	0
	Studies, analyses, & evaluation	0	0	0	0
	Engineering & technical services	0	0	0	0
	[Overseas estimates]	0	0	0	0
	Subtotal	0	1,338	1,338	0
25.2	Other services				
	Training:				
	University	0	0	0	0
	Other	0	42	42	0
	ADP services	15	1,075	1,075	0
	Telecommunications services	5	66	66	0
	Other non-government contracts	0	0	0	0
	Other	0	0	0	0
	CAMS Bureau Specific	0	0	0	0
	CAMS Bureau Shared	0	0	0	0
	NARA Storage	0	0	0	0
	Subtotal	20	1,183	1,183	0

<u>Object Class</u>		2010 Adjustment to Base	2010 Base	2010 Estimate	Increase / (Decrease)
25.3	Purchases of goods and services from Government accounts				
	Office of Personnel Management Training	0	0	0	0
	GSA reimbursable services	0	0	0	0
	Payments to GA, WCF	(47)	2,300	2,300	0
	Other	0	0	0	0
	Subtotal	(47)	2,300	2,300	0
25.4	Operations and maintenance of facilities	0	0	0	0
25.5	Research and development contracts	0	0	0	0
25.6	Medical care	0	0	0	0
25.7	Operation and maintenance of equipment	0	30	30	0
25.8	Subsistence and support of persons	0	0	0	0
	Subtotal	0	30	30	0
26	Supplies and materials				
	Office supplies	1	59	61	2
	ADP supplies	0	20	20	0
	Other	0	0	0	0
	[Overseas estimates]	0	0	0	0
	Subtotal	1	79	81	2
31	Equipment				
	Office machines and equipment	0	2	3	1
	ADP hardware	0	2	3	1
	ADP software	0	1	1	0
	Other	0	0	0	0
	[Overseas estimates]	0	0	0	0
	Subtotal	0	5	7	2

Object Class		2010 Adjustment to Base	2010 Base	2010 Estimate	Increase / (Decrease)
32	Lands and structures	0	0	0	0
33	Investments and loans	0	0	0	0
41	Grants, subsidies and contributions	0	11,171	11,471	300
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	738	30,563	31,000	437
	Less prior year recoveries	0	0	0	0
	Total Budget Authority	738	30,563	31,000	437

Department of Commerce
 Minority Business Development Agency
 Minority Business Development
 SUMMARY OF INFORMATION TECHNOLOGY RESOURCES
 (Dollar amounts in thousands)

IT Projects by activity/subactivity: with totals by activity	Unique Project Identifier	IT Investment Title	2,008 Actual	2009 Currently Available	2,010 Estimate	Increase/ Decrease
Minority Business Development						
	006-40-02-00-02-1010-02	MBDA Infrastructure	2,000	2,000	2,000	0
Total			<u>2,000</u>	<u>2,000</u>	<u>2,000</u>	<u>0</u>

DEPARTMENT OF COMMERCE
MINORITY BUSINESS DEVELOPMENT AGENCY
Minority Business Development
APPROPRIATION LANGUAGE AND CODE CITATIONS

1. For necessary expenses of the Department of Commerce in fostering, promoting, and developing minority business enterprise,

15 U.S.C. 1512

15 U.S.C. 1512 authorizes the Secretary of Commerce to foster, promote and develop business, foreign and domestic.

2. Including expenses of grants, contracts, and other agreements with public or private organizations,

No Specific Authority

This phrase has been in the appropriation since FY 1980 and specifies that program expenses are included in the total appropriation request.

31 U.S.C. 718 provides that: "No specific or indefinite appropriation...shall be construed to be permanent or available continuously without reference to a fiscal year...unless it is made in terms expressly providing that it shall continue available beyond the fiscal year for which the Appropriation Act in which it is contained makes provisions".

Department of Commerce
 Minority Business Development Agency
 Minority Business Development

CONSULTING AND RELATED SERVICES
 (Obligations in thousands of dollars)

	FY 2008 Actual -----	FY 2009 Estimate -----	FY 2010 Estimate -----
Consulting Services.....	0	0	438
Management and professional services.....	540	513	400
Special studies and analyses.....	0	0	500
Management and Support services for research and development.....			
Total.....	540	513	1,338

MBDA has annual management and professional services requirements associated with Minority Enterprise Development Week. Additional requirements in FY 2010 include support for studies and stakeholder input associated with economic recovery activities.

Department of Commerce
Minority Business Development Agency
Minority Business Development

PERIODICALS, PAMPHLETS, AND AUDIOVISUAL PRODUCTS
(Obligations in thousands of dollars)

	FY 2008 Actual -----	FY 2009 Estimate -----	FY 2010 Estimate -----
Periodicals.....	8	8	8
Pamphlets.....	5	5	5
Audiovisuals.....	<u>0</u>	<u>0</u>	<u>0</u>
Total.....	13	13	13

Executive Order 11625 authorizes the Minority Business Development Agency (MBDA) to provide "for the development, collection, summarization, and dissemination of information that will be helpful to persons and organizations throughout the nation in undertaking or promoting the establishment and successful operation of minority business enterprise". MBDA's Office of Legislation, Education, and Intergovernmental Affairs is responsible for the creation of periodicals, publications, and audiovisuals to carry out the mandate set forth in Executive Order 11625.

Department of Commerce
 Minority Business Development Agency
 Minority Business Development

Average Grade and Salaries

	FY 2008 Actual	FY 2009 Estimate	FY 2010 Estimate
Average ES salary.....	\$ 167,882	\$ 172,918	\$ 176,376
Average GS/GM grade.....	12	13	13
Average GS/GM salary.....	\$ 90,395	\$ 93,107	\$ 94,969
Total compensable workyears:			
Full-time equivalent employment.....	74	100	101
Full-time equivalent of overtime and holiday hours.....	0	0	0