



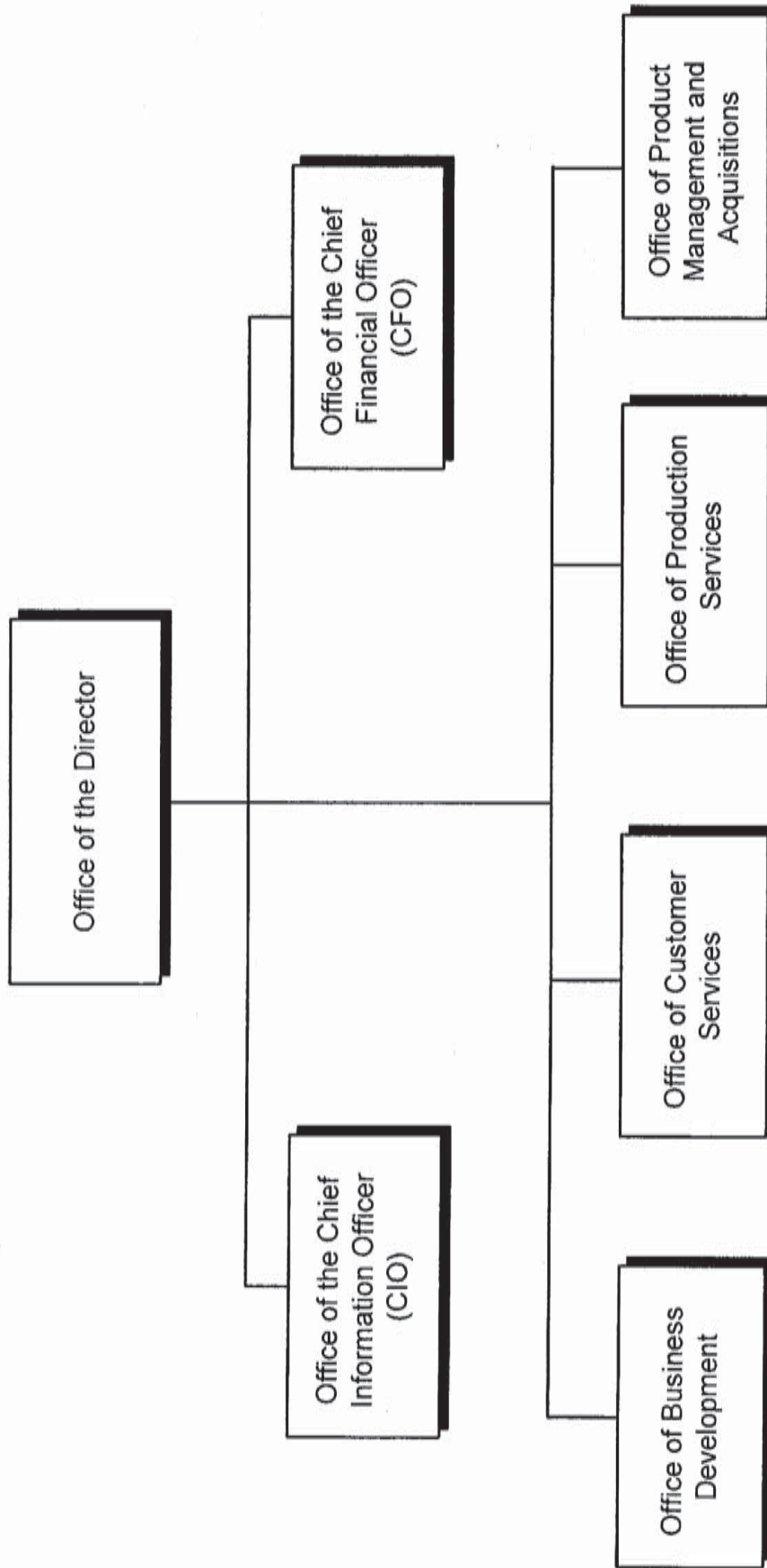
DEPARTMENT OF COMMERCE  
NATIONAL TECHNICAL INFORMATION SERVICE  
NTIS Revolving Fund  
Budget Estimates, Fiscal Year 2011  
President's Submission

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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 2011  
President's Submission

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, domestic and foreign, 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 2011 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 30,000 scientific and technical reports annually that are added to its permanent

collection. NTIS also makes available to the public another 750,000 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 34.8 million information items to the public in FY 2011.

NTIS plans to obligate \$43,000,000 of earned revenue in FY 2011.

(Dollar amounts in thousands)

	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
National Technical Information Service:							
Reimbursement from offsetting collections:							
Information clearinghouse program .....	\$31,896	\$42,500	\$43,000	\$43,500	\$44,000	\$44,500	\$45,000
Total, NTIS.....	\$31,896	\$42,500	\$43,000	\$43,500	\$44,000	\$44,500	\$45,000

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

Department Of Commerce  
National Technical Information Service  
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**SUMMARY OF RESOURCE REQUIREMENTS**

(Dollar amounts in thousands)

	Positions	FTE	Budget Authority	Direct Obligations
Currently Available, 2010	0	0	0	0
Plus 2011 Adjustments to Base	0	0	0	0
Less: Obligations from prior years	0	0	0	0
2011 Base Request	0	0	0	0
Plus 2011 program changes	0	0	0	0
2011 Estimate	0	0	0	0

	2009		2010		2011		Increase/ (Decrease) over 2011 Base
	Actual	Currently Available	Currently Available	Base	Estimate	Amount	
Comparison by Activity:	Personnel Amount	Personnel Amount	Personnel Amount	Personnel Amount	Personnel Amount	Personnel Amount	Amount
National Technical Information Service:							
Organization, Preservation and Public Access to Technical Information	0	0	0	0	0	0	0
Pos./BA	0	0	0	0	0	0	0
FTE/Obl.	0	0	0	0	0	0	0
TOTALS	0	0	0	0	0	0	0
Adjustments to Obligations							
Recoveries	0	0	0	0	0	0	0
Unobligated balance, start of year	0	0	0	0	0	0	0
Unobligated balance, end of year	0	0	0	0	0	0	0
Financing from transfers:							
Transfer from other accounts (-)	0	0	0	0	0	0	0
Transfer to other accounts (+)	0	0	0	0	0	0	0
Appropriation	0	0	0	0	0	0	0



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Department Of Commerce  
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**SUMMARY OF FINANCING**  
(Dollar amounts in thousands)

	2009 Actual	2010 Currently Available	2011 Base	2011 Estimate	Increase (Decrease) over 2011 Base
Total Obligations	\$31,896	\$42,500	\$43,000	\$43,000	\$0
Offsetting collections from:					
Federal funds	(18,176)	(23,375)	(23,650)	(23,650)	0
Trust funds	0	0	0	0	0
Non-Federal sources	(11,154)	(19,125)	(19,350)	(19,350)	0
Recoveries	0	0	0	0	0
Unobligated balance, start of year	(7,174)	(4,608)	(4,608)	(4,608)	0
Unobligated balance transferred	0	0	0	0	0
Unobligated balance, end of year	4,608	4,608	4,608	4,608	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 2011, 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. NTIS expects to obligate \$43 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 2011 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:

<u>Quantitative Measures</u>	2009	2010	2011
	<u>Actual</u>	<u>Estimate</u>	<u>Estimate</u>
Number of updated items available (annual).....	893,138	765,000	780,000

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).....	49,430,840	33,000,000	34,800,000
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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 .....	98%	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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NTIS Revolving Fund – Reimbursable Obligations  
SUMMARY OF REQUIREMENTS BY OBJECT CLASS  
(Dollar amounts in thousands)

Object Class	2010			2011 Base	2011 Estimate	Increase/ (Decrease) over 2011 Base
	2009 Actual	Currently Available	\$11,235			
11.1 Full-time permanent (Compensation)	\$9,837	\$10,700	\$11,235	\$11,235	\$11,235	0
11.3 Other than full-time permanent	56	200	200	200	200	0
11.5 Other personnel compensation	0	500	500	500	500	0
11.8 Special personnel services payments	2	150	150	150	150	0
11.9 Total personnel compensation	9,895	11,550	12,085	12,085	12,085	0
12.1 Civilian personnel benefits	3,036	3,800	3,990	3,990	3,990	0
13 Benefits for former personnel	0	0	0	0	0	0
21 Travel and transportation of persons	71	200	200	200	200	0
22 Transportation of things	652	1,000	1,000	1,000	1,000	0
23.1 Rental payments to GSA	627	1,393	1,396	1,396	1,396	0
23.2 Rental payments to others	525	1,500	1,500	1,500	1,500	0
23.3 Communications, utilities and miscellaneous charges	501	1,800	1,800	1,800	1,800	0
24 Printing and reproduction	3,657	4,000	4,000	4,000	4,000	0
25.1 Consulting services	78	100	100	100	100	0
25.2 Other services	9,780	9,507	9,279	9,279	9,279	0
25.3 Purchase of goods and services from Government accounts	893	1,500	1,500	1,500	1,500	0
25.4 Operation of GOCOs	0	0	0	0	0	0
25.5 Research and development contracts	0	0	0	0	0	0
25.7 Operation and Maintenance of Equipment	267	1,150	1,150	1,150	1,150	0
26 Supplies and materials	314	3,000	3,000	3,000	3,000	0
31 Equipment	1,600	2,000	2,000	2,000	2,000	0

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 National Technical Information Service  
 NTIS Revolving Fund – Reimbursable Obligations  
 SUMMARY OF REQUIREMENTS BY OBJECT CLASS  
 (Dollar amounts in thousands)

Object Class	2009 Actual	2010 Currently Available	2011 Base	2011 Estimate	Increase/ (Decrease) over 2011 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	31,896	42,500	43,000	43,000	0
Earned Revenue/Reimbursable Obligations	31,896	42,500	43,000	43,000	0
Total Obligations	31,896	42,500	43,000	43,000	0
Personnel Data					
Full-Time equivalent Employment:					
Full-time permanent	118	145	145	145	0
Other than full-time permanent	1	5	5	5	0
Total	119	150	150	150	0
Authorized Positions:					
Full-time permanent	121	190	190	190	0
Other than full-time permanent	1	10	10	10	0
Total	122	200	200	200	0

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

Object Class	2011			Increase/ (Decrease)
	Adjust. to Base	2011 Base	2011 Estimate	
11 Personnel compensation	\$0	\$0	\$0	\$0
11.1 Full-time permanent	0	450	450	0
Executive level	0	10,435	10,435	0
Senior executive service	0	0	0	0
General schedule	0	350	350	0
Commissioned officers	0	0	0	0
Wage board/wage marine	0	0	0	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	11,235	11,235	0
11.3 Other than full-time permanent	0	200	200	0
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	200	200	0

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

	2011		
	Adjust. to	2011	Increase/
	Base	Base	(Decrease)
		Estimate	
11.5 Other personnel compensation			
Overtime	0	50	0
SES performance awards	0	100	0
Cash awards	0	350	0
Merit pay awards	0	0	0
Other	0	0	0
Subtotal	0	500	0
11.8 Special personnel services payments			
Foreign service officers (State)	0	0	0
Other	0	150	0
Subtotal	0	150	0
11.9 Total personnel compensation	0	12,085	0
12.1 Civilian personnel benefits			
Civil service retirement	0	690	0
Federal employees' retirement	0	1,300	0
Thrift savings plan	0	500	0
Federal insurance contribution act	0	300	0
Health insurance	0	900	0
Life insurance	0	50	0
Employees' compensation fund	0	200	0
Other	0	50	0
Subtotal	0	3,990	0

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

		2011		
		Adjust. to	2011	Increase/
		Base	Base	Estimate
				(Decrease)
13	Benefits for former personnel	0	0	0
	Severance pay	0	0	0
	Unemployment compensation	0	0	0
	Other	0	0	0
	Subtotal	0	0	0
21	Travel and transportation of persons			
	Common carrier	0	130	130
	Mileage	0	50	50
	Vehicular	0	20	20
	Other	0	0	0
	Subtotal	0	200	200
22	Transportation of things	0	1,000	1,000
23.1	Rental payments to GSA	0	1,396	1,396
23.2	Rental payments to others	0	1,500	1,500
23.3	Communications, utilities and miscellaneous charges			
	Rental of ADP equipment	0	100	100
	Rental of office copying equipment	0	10	10
	Other equipment rental	0	90	90
	Federal telecommunications systems	0	0	0
	Other telecommunications services	0	200	200
	Postal Service by USPS	0	300	300
	Other	0	1,100	1,100
	Subtotal	0	1,800	1,800

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

	2011		2011	2011	Increase/ (Decrease)
	Adjust. to	Base	Base	Estimate	
	Base				
24	0	3,700	3,700	3,700	0
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	0	100	100	100	0
Consulting and Other Services					
25.1	0	0	0	0	0
Consulting Services					
Management and Professional services	0	100	100	100	0
Studies, analyses and evaluation	0	0	0	0	0
Engineering and technical services	0	0	0	0	0
Subtotal	0	100	100	100	0
25.2	0	0	0	0	0
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	5,989	5,989	5,989	0
Subtotal	0	9,279	9,279	9,279	0

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

	2011		Increase/ (Decrease)
	Adjust. to Base	2011 Base Estimate	
25.3 Purchases of goods and services from Gov't accounts			
Training:			
Office of personnel management	0	0	0
GSA reimbursable services	0	0	0
Payments to GA, WCF	0	1,500	0
Other (CAMS)	0	0	0
Subtotal	0	1,500	0
25.4 Operations of GOCOs	0	0	0
25.5 Research and development contracts	0	0	0
25.7 Operations and Maintenance of Equipment	0	1,150	0
Subtotal Object Class 25	0	12,868	0
26 Supplies and materials			
Office supplies	0	700	0
ADP supplies	0	800	0
Other	0	1,500	0
Subtotal	0	3,000	0



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

		2011			
		Adjust. to	2011	2011	
		Base	Base	Estimate	
				Increase/ (Decrease)	
31	Equipment	0	100	100	0
	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		43,000	43,000	0

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

	2009 <u>Actual</u>	2010 <u>Estimate</u>	2011 <u>Estimate</u>
Consulting Services.....	\$78	\$100	\$100
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>
<b>Total.....</b>	<b>\$78</b>	<b>\$100</b>	<b>\$100</b>

DEPARTMENT OF COMMERCE  
 NATIONAL TECHNICAL INFORMATION SERVICE  
 NTIS Revolving Fund  
 AVERAGE GRADE AND SALARIES

Exhibit 36

	2009 <u>Actual</u>	2010 <u>Estimate</u>	2011 <u>Estimate</u>
Average GS/GM Grade .....	10.0	10.8	11.0
Average GS/GM Salary .....	\$84,630	\$88,900	\$93,400