

FY 2013 WORKING CAPITAL FUND & ADVANCES AND REIMBURSEMENTS
Numerical List by Project

PROJECT NUMBER	OFFICE	PROJECT	BASIS OF CHARGE	PAGE NUMBER
WORKING CAPITAL FUND (WCF) PROJECTS				
0030000	OGC	LEGIS & REGULATION	Prior year (PY) staffing and workload assignments	42
0031000	OGC	DEPARTMENTAL LIBRARY	HCHB population	43
0032000	OGC	LEGAL INFO RETRVL	Number of users and usage during prior year	43
0033000	OGC	ITA - INT'L COMMERCE	Bureau specific	43-44
0034000	OGC	ITA - IMPORT ADMIN.	Bureau specific	44-45
0038000	OGC	CENSUS/ESA/BEA	Bureau specific	45
0042000	OGC	NIST/NTIS	Bureau specific	45-46
0045000	OGC	BIS	Bureau specific	46
0048000	OGC	ADMINISTRATION	Prior year (PY) staffing and workload assignments	47-48
0049000	OGC	FINANCE & LITIGATION	Prior year (PY) staffing and workload assignments	48-49
0050000	OPA	OPA OPERATIONS	Prior year (PY) staffing and workload assignments	30
0051000	OPA	PHOTOGRAPHIC SERVICES	PY usage for previous four quarters, after adjusting for manual bills to other agencies	30
0060000	OPOG	PRIVACY, TRANSPARENCY AND DIRECTIVES MANAGEMENT	Costs are billed to the offices and bureaus based on their share of the Department's FTE ceiling	63
0110000	OAS	MULTIMEDIA DIVISION	Contract admin based on % of prior year usage; forms & special projects based on actual cost	14
0119000	OAS	ELECTRONIC TRAVEL SYSTEMS	Billed based on Department-wide FTE	14
0120000	OAS	MAIL SERVICES DIVISION	Mail delivery, HCHB pop.; metered mail/UPS act. usage	14-15
0121000	OAS	TRAVEL MANAGEMENT	Portion of travel staff & metro checks, HCHB population; remainder of travel staff, National Capital Area population	15
0122000	OAS	OFFICE OF COMMERCE SERVICES	Nationwide population	15
0125000	OAS	PROPERTY & FLEET MANAGEMENT	(1) Personal prop. oper.costs allocated to O/S based on invent. sz. (2) Excess prop. oper. costs are allocated to oper.units based on HCHB pop. (3) Fleet Mgmt liaison costs are allocated based on nationwide, on-board, pop. (4) All other costs are allocated to the O/S based on O/S HCHB pop.	16
0126000	OSY	HCHB SECURITY	HCHB population/actual costs of temp add'l guards requested by customer	65
0127000	OSY	SECURITY PROGRAMS	On-bd Nationwide Population/background investigations on actual usage	65
0128000	OAM	COMMERCE ACQUISITION SOLUTIONS	IT systems, perf. meas. carer mgmt & proc. inn. based on # of acq. personnel employed by bur. & procurement services based on total number of prior year acquisitions	9
0129000	OAS	MANAGEMENT RESOURCE DIV.	OAS budget operation, OAS population; all other nationwide population	16
0138000	OAS	SPACE MANAGEMENT DIVISION	HCHB population	16
0141000	OSY	CENSUS HDQRTRS. SECURITY	Bureau specific	65-66
0142000	OSY	NOAA HDQRTRS. SECURITY	Bureau specific	66
0143000	OSY	NIST HDQRTRS. SECURITY	Bureau specific	66
0147000	OAS	REAL ESTATE	On-bd Nationwide Population; Building Delegation project billed for direct mgmt.	17
0148000	OAS	FACILITIES SERVICES	HCHB population	17
0150000	OAS	JOINT USE SPACE - HCHB	HCHB population	17
0154000	OSY	CENSUS JEFFERSONVILLE SEC.	Bureau specific	67
0156000	OSY	INVESTIGATIONS AND INTELLIGENCE DIVISION	Billed based on department's FTE ceiling and program expansion costs	67
0158000	OSY	NOAA SECURITY/ WESTERN REG SECURITY OFC	Bureau specific	67
0166000	OAS	REIMBURSABLE ALTERATIONS	Actuals	18
0172000	OAS	REAL PROPERTY PROGRAMS	Costs are allocated based on nation-wide population and to the HCHB building tenants	18
0173000	OAS	TRANSPORTATION DIVISION	HCHB population	18
0178000	OAS	FACILITIES SERVICES	HCHB Population	18-19
0180000	OAS	BUILDING MANAGEMENT DIVISION	HCHB Population	19

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0300000	RMPE	PROGRAM EVALUATION AND RISK MANAGEMENT	Costs are billed to the offices and bureaus based on their share of the Department's FTE ceiling	61
0440000	OAM	GRANTS OPERATIONS	Grants policy based on percent of total awards granted/operations based on number of active and inactive grants	9
0441000	OFM	EXECUTIVE BUDGETING	Department's enacted OS FTE ceiling (S&E, WCF, OCS)	37
0443000	OFM	COMMERCE BUSINESS SYSTEM	Department's enacted FTE ceiling (Current CBS Plan)	37-38
0444000	OAM	COMMERCE ACQUISITION SYSTEMS DIVISION	# of acquisition personnel employed	10
0446000	OFM	FINANCE AND POLICY ASSISTANCE	Department's enacted FTE ceiling	38-39
0458000	OFM	OKLAHOMA - ENTERPRISE APPLICATION SYSTEMS (EAS)	The billing calculation is based on the number of severs, users, and help desk tickets for each system	39
0460000	OAM	STRATEGIC SOURCING	Billed based on DoC spent cost reduction captured as of Sept 2011	10
0461000	OAM	ACQUISITION RISK MANAGEMENT (ARM)	Costs are billed to designated operating units and offices based on total obligation	11-Oct
0521000	OHRM	HUMAN RESOURCES OPS.	Department's enacted OS FTE ceiling (S&E, WCF, OCS)	53
0522000	OHRM	POLICY & PROGRAMS	On-bd pos. in Nat'l Capital area, DOC FTE ceiling, drug testing- PY actuals; unemployment comp. - # PY claims	53-54
0523000	OHRM	PAYROLL DEMO. PROJECT	Population of participants in project - NTIA (ITS), BEA, NOAA (OAR, NESDIS & NMFS), TA, & OS	54
0524000	OHRM	STRAT. RECRUIT. & STAFFING POL.	Department's enacted FTE ceiling	54
0525000	OHRM	HONOR AWARDS PROGRAM	Prior year actual	55
0526000	OHRM	EMPLOYEE ASSISTANCE	On-bd National Capital Area positions covered by EAP, for NOAA - HCHB FTE	55
0527000	OHRM	PROJECT ADMINISTRATIVE MANAGEMENT	Department's enacted FTE ceiling	55
0528000	OHRM	EXECUTIVE RESOURCES	Department's enacted FTE ceiling	56
0530000	OHRM	OCCUP. SAFETY & HEALTH	Based on PY # of cases processed for workers comp.; Oc. Health in HCHB on population; OHSP per building distribution (CEN/BEA); other Nationwide On-Bd population	56
0532000	OCR	CIVIL RIGHTS	EEO, Affirm. Emp. Svcs. billed on FTE; informal complaint svcs & ADR based on staff hours	33-34
0536000	OHRM	HUMAN RESOURCES MANAGEMENT SYSTEM (HRMS)	Based on (1) Number of PeopleSoft licenses and HR Connect seat costs and (2) Project management, migration and operations	57
0702000	CIO	DEPARTMENT-WIDE IT PRGS.	Department's enacted FTE ceiling	25
0703000	CIO	OS IT SUPPORT SERVICES	Dept.'s enacted OS FTE ceiling (S&E, WCF, OCS)	25
0706000	CIO	HCHB INTERNET SERVICES	Based on number of phone lines in the HCHB & RRB	25-26
0708000	CIO	IT Cyber Security	Shared infrastructure & actual cost of licenses for the number of devices	26

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ADVANCES AND REIMBURSEMENT (A&R) PROJECTS				
7006000	COS	SCHEDULING/ADVANCE	ITA is charged a set percentage and the remaining costs are billed based on Department enacted FTE	30-31
7007000	COS	WEB DOC FLOW	Spend evenly to participating bureaus	31
7021000	COS	WHITE HOUSE LIAISON	Costs are billed according to operating units and bureaus based on Departments enacted FTE	31
7022000	OHRM	FEDERAL EXECUTIVE BOARD	Costs are billed based on Departments enacted FTE	57
7023000	OHRM	NFC	Costs are billed among serviced operating units and offices based on their share of the average employees paid during the previous 12-month period.	57-58
7025000	OHRM	USAJOBS	Billed based on shared of the actual number of employees.	58
7030000	OGC	EXECUTIVE SUPPORT	Billed based on workload based on historical & projected services used	49
7031000	OGC	COMPLEX LITIGATION	Billed based on percentage of Department-wide potential class members	49-50
7115000	OSY	INTERNATIONAL PROGRAMS	Costs are billed to ITA	68
7122000	OCR	DIVERSITY EMPLOYMENT PLAN - OCR	Department's enacted FTE	34
7139000	OB	COMMERCE - GPRA	Department's enacted FTE	22
7147000	OAM	INDIRECT COST REVIEWS	Bureau usage	11
7149000	CIO	NATIONAL ARCHIVES	Allocated based on bureau's total cubic footage of records stored & related transactions	26
7150000	OHRM	CANDIDATE DEVELOPMENT PROGRAM	Based on bureau participants	58
7151000	OCR	MSI INIATIVE - OCR	Department's enacted FTE	34
7154000	OHRM	LEADING EDGE - SENIOR EXEC LEADERSHIP DVLPMT PRG	Billed based on share of participation in the program	58
7155000	OCR	CULTURAL AWARENESS	Based on HCHB Population	34-35
7172000	CIO	GSA WITS TELEPHONE SERVICES - HCHB	Based on number of phone lines in the HCHB & RRB	26-27
7176000	CIO	FTS LONG DISTANCE SERVICES - HCHB	Based on actual usage	27
7200000	OAS	GSA SPACE RENT	Proportion of space occupied vs. total square footage in HCHB and other Commerce Facilities. Car-pool parking based on actual usage	19
7201000	OAS	PEPCO & OVERTIME UTILITIES	Based on square footage & the actual requested usage	19-20
7202000	OAS	STEAM	Based on square footage	20
7204000	OAS	WATER	Proportion of space occupied vs. total square footage in HCHB and other Commerce Facilities. Formerly included as part of the rent bill.	20
7320000	EXECUTIVE SECRETARY	RECONSTRUCTION AND STABILIZATION	Billed according to the Active CRCA and Standby CRCS members designated to each bureau.	31
7905000	OFM	AD-HOC EXPENDITURES	Bureau specific directly billed	40
7907000	OFM	OS REIMBURSABLE DETAILS	Actual detail costs will be billed to requesting organization	40
7918000	OAS	COUNCIL OF ECONOMIC ADVISORS	Directly billed to Census	20
7923000	OHRM	DOL UNEMPLOYMENT	Bureaus are billed based on actual usage	59
7925000	OHRM	FSAFEDS-FLEXIBLE SPENDING ACCOUNT FOR DOC PERSONNEL	Billed based on participation	59
7927000	OHRM	ELECTRONIC OFFICIAL PERSONNEL FOLDER	Based on operating units and bureaus share of licenses	59
7945000	OFM	PMC COUNCIL (CIO/CFO/FAC/CHCO)	Department's enacted FTE	40
7946000	CIO	ELECTRONIC GOVERNMENT INITIATIVES	Based on an initiative specific algorithm	27
7947000	CIO	DEPARTMENT OF COMMERCE INITIATIVES	Billed based on # of systems resident in CSAM application	27-28
7948000	CIO	COMMERCE NATIONAL SECURITY SYSTEMS	Billed according to Memorandum of Understanding	28
7950000	CIO	COMMERCE RECOVERY ACT WEB SUPPORT	Billed based on operating units proportionate share	28