

FY 2016 Annual Performance Plan / FY 2014 Annual Performance Report

National Technical Information Service

Part 1: Agency and Mission Information

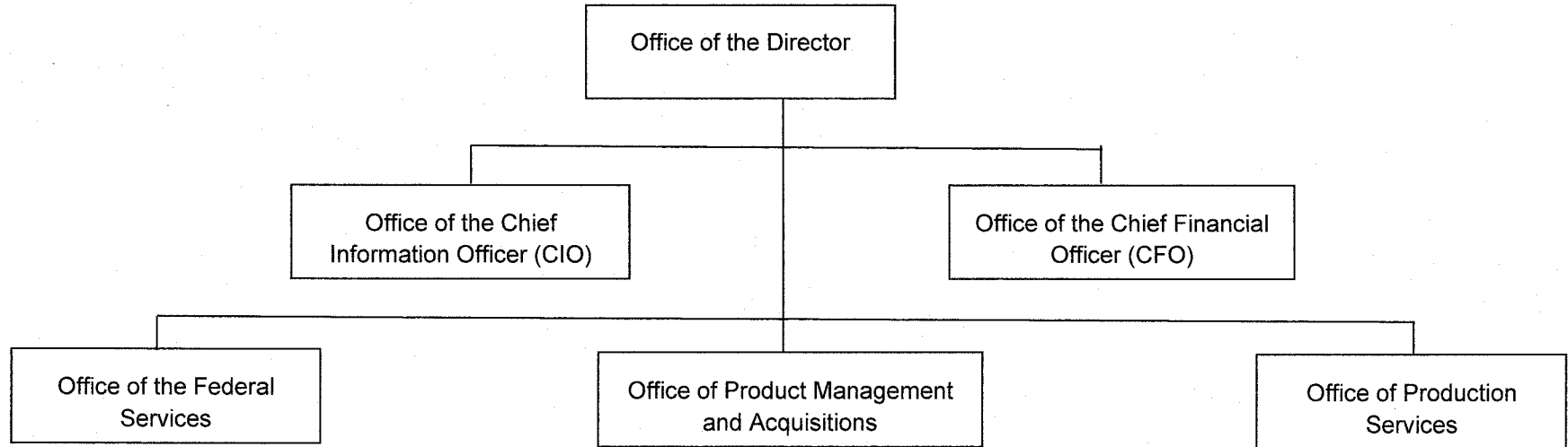
Section 1.1: Overview

NTIS provides the American public with permanent and ready access to scientific, technical, and business research through the acquisition, organization, and preservation of technical reports and information added to its permanent collection. NTIS collects, classifies, coordinates, integrates, records, and catalogs scientific and technical information from whatever sources, foreign and domestic, that may stimulate innovation and discovery and then disseminates that information to the public. In an effort to provide the American public with increased access to the vast collection of government information, NTIS utilizes advanced e-commerce channels, including providing downloads of any item in its collection that is in electronic format at no charge to the American public. NTIS also helps other Federal agencies interact with and better serve the information needs of their own constituents by providing information management services to the agency or to the public on behalf of the agency.

Section 1.2: Mission Statement

The National Technical Information Service (NTIS) seeks to support the nation's economic growth and technology use by bringing scientific and technical information to U.S. business and industry. NTIS promotes innovation and economic growth for U.S. business by (1) collecting and cataloging scientific and technical information from a variety of sources, foreign and domestic; (2) disseminating this information to the public; and (3) 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 accomplish this without direct appropriated funds.

Section 1.3: Organizational Structure



Part 2: Cross-Agency Priority Goals

Section 2.1: Overview

NTIS is not a leader of or a participant in any Cross-Agency Priority Goals.

Part 3: Strategic Goals and Objectives

Section 3.1: Corresponding DoC Strategic Goals, and Objectives

According to the structure of the new strategic plan, state the goals, objectives, objective numbers and the title and office of the person responsible for achievement of a given objective to which the bureau's programs apply in the form of a table as shown below. Program names are not stated here.

Goal	Objective Number	Objective Name	Leader
Strategic Goal 4 – Data: Improve government, business, and community decisions and knowledge by transforming Department data capabilities and supporting a data-enabled economy	4.1	Transform the Department's data capacity to enhance the value, accessibility and usability of Commerce data for government, business and the public.	Access to Federal STEI, Bruce Borzino, NTIS Director

Section 3.2: Strategies for 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.

Section 3.3: Progress Update for Strategic Objectives

NTIS has demonstrated innovative achievements in its information dissemination activities as provided in the National Technical Information Act of 1988, codified in 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. 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.

Section 3.4: Next Steps

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, diskettes, audio-visual, CD-ROM, database leases, web site hits and electronic downloads.

Part 4 Performance Goals / Indicators

Section 4.1: Summary of Performance

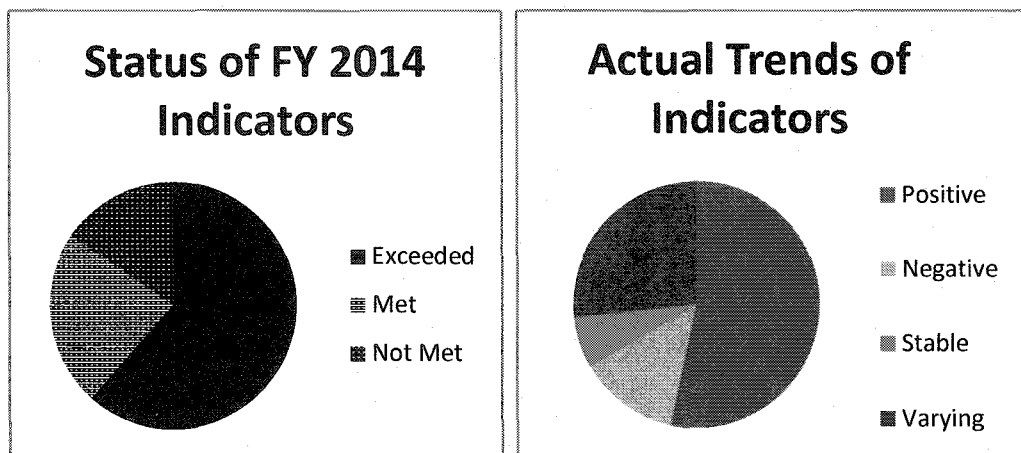
Status is based on the following standard:

Exceeded	More than 100 percent of target
Met	90 - 100 percent of target
Not Met	Below 90% of target

An indicator with a positive trend is one in which performance is improving over time while a negative trend is an indicator that has declining performance. A stable trend is one in which the goal is to maintain a standard, and that that is occurring. A varying trend in one in which the data fluctuates too much to indicate a trend. At a minimum these indicators must have three years of data.

Section 4.2: Summary of Indicator Performance

Objective 4.1: Transform the Department's data capacity to enhance the value, accessibility and usability of Commerce data for government, business and the public.



Indicator	Target	Actual	Status	Trend
Number of Updated Items Available	910,350	648,299	Not Met	Positive
Number of Information Products Disseminated (Annual)	51,893,071	51,901,102	Exceeded	Positive

Section 4.3 Detailed Indicator Plans and Performance

Objective 4.1: Transform the Department's data capacity to enhance the value, accessibility and usability of Commerce data for government, business and the public.

Indicator Measure 1A. Number of Updated Items Available								
Description	The number of items available for sale to the public from NTIS includes scientific, technical, and engineering information products added to the permanent collection, as well as items made available through online electronic subscriptions.							
	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016
Target	745,000	765,000	825,000	875,000	892,500	910,350	430,000	440,750
Actual	893,138	969,473	836,579	978,871	987,866	648,299		
Status	Exceeded	Exceeded	Exceeded	Exceeded	Exceeded	Not Met		
Trend	Positive							
Explanation (if not met in FY 2014)	World New Connection (WNC) discontinued in FY2014							
Actions to be taken / Future Plans	Revise Target							
Adjustments to targets	Remove WNC from target							
Notes	WNC is approximately half of the target.							
Validation and Verification								
Data Source	NTIS operates and maintains internal systems for collection acquisition statistics.							
Frequency	Data is available daily. Reports are produce monthly.							
Data Storage	All data is stored within NTIS systems							
Internal Control Procedures	NTIS' accounting and budget offices analyze and report performance data to management. Data verification is provided through regular internal and independent auditor reporting.							
Data Limitations	Output Only							
Actions to be Taken	None							

Indicator	Measure 1B. Number of Information Products Disseminated (Annual)							
Description	This measure represents information disseminated and includes compact disks, diskettes, tapes, online subscriptions, electronic document downloads, web site pages, as well as traditional paper products.							
	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016
Target	32,850,000	33,000,000	47,800,000	48,878,000	50,875,560	51,893,071	52,910,932	53,900,000
Actual	49,430,840	50,333,206	48,958,993	54,592,481	68,938,571	51,901,102		
Status	Exceeded	Exceeded	Exceeded	Exceeded	Exceeded	Exceeded		
Trend	Positive. Both Actuals and Targets have risen each year.							
Validation and Verification								
Data Source	A modified commercial order processing system and standard Web analysis software package used by industry.							
Frequency	Internal management activity reports are produced daily, summaries are produced monthly.							
Data Storage	All data is stored within NTIS systems							
Internal Control Procedures	NTIS' accounting and budget offices analyze and report performance data to management. Data verification is provided through regular internal and independent auditor reporting.							
Data Limitations	Output Only							
Actions to be Taken	None							

Indicator	Measure 1C. Customer Satisfaction							
Description	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 fulfillment of that order. NTIS' continual efforts to maintain and possibly improve this very high rate of customer satisfaction are essential to the success of NTIS' performance and mission to collect and disseminate scientific and business-related information.							
	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016
Target	95-98%	95-98%	95-98%	95-98%	95-98%	95-98%	95-98%	95-98%
Actual	98%	98%	99.5%	98.4%	98.5%	98.3%		
Status	Met	Met	Met	Met	Met	Met		
Trend	Targets have remained stable. Actuals have slightly risen each year.							
Validation and Verification								
Data Source	A modified commercial order processing system.							
Frequency	Internal management activity reports are produced daily, summaries are produced monthly.							
Data Storage	All data is stored within NTIS systems							
Internal Control Procedures	NTIS' accounting and budget offices analyze and report performance data to management. Data verification is provided through regular internal and independent auditor reporting.							
Data Limitations	None							
Actions to be Taken	None							

Part 5: Other Indicators

None

Part 6: Agency Priority Goals

None

Part 7: Resource Requirements Table

Funding for the Resource Requirements table reflects total direct obligations. Reimbursable obligations are included insofar that amounts can be reasonably be predicted with little variance from year to year, and could reasonably affect the performance of indicators. Funding and FTE appear at the objective level. Do not include IT funding (which is no longer required).

	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Actual	FY 2015 Estimate	FY 2016 Base	Increase / Decrease	FY 2016 Request
Objective 4.1: Transform the Department's data capacity to enhance the value, accessibility and usability of Commerce data for government, business and the public.										
National Technical Information Service										
Total Funding										
Direct										
Reimbursable	\$42,000	\$42,500	\$65,000	\$65,500	\$66,000	\$109,659	\$169,569	\$122,000	\$0	\$122,000
Total										
Total FTE	150	150	150	150	150	99	150	150	0	150

Part 8: Other Information

Section 8.1: Major Management Priorities, Challenges, and Risks

NTIS provides the American public with permanent and ready access to scientific, technical, and business research through the acquisition, organization, and preservation of technical reports added to its permanent collection. NTIS collects, classifies, coordinates, integrates, records, and catalogs scientific

and technical information from whatever sources, foreign and domestic, that may stimulate innovation and discovery and then disseminates that information to the public. In an effort to provide the American public with increased access to the vast collection of government information, NTIS utilizes advanced e-commerce channels, including providing downloads of any item in its collection that is in electronic format at no charge. NTIS also helps other Federal agencies interact with and better serve the information needs of their own constituents by providing information management services to the agency and to the American public on behalf of the agency. Under Section 203 of the Bipartisan Budget Act of 2013, Congress directed the Secretary of Commerce to establish a certification program for access to the Social Security Administration's Death Master File (DMF). The Secretary has delegated this responsibility to the Director, NTIS.

NTIS has demonstrated innovative achievements in its information dissemination activities as provided in the National Technical Information Act of 1988, codified in 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. Additionally, on July 23, 2014, NTIS initiated an open access program to make electronic technical reports in its repository available to the American public free of charge. 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. On March 26, 2014, NTIS published an interim final rule, "Temporary Certification Program for Access to the Death Master File," that established the interim DMF certification program.

Section 8.2: Cross-Agency Collaborations

NTIS is not involved in any cross agency collaborations.

Section 8.3: Evidence Building

NTIS completed no evaluations in FY 2014.

Section 8.4: Hyperlinks

N/A.

Section 8.5: Data Validation and Verification

The FY 2014 Summary of Performance and Finance Information includes in the Secretary's Statement, an assessment of the reliability and completeness of the Department's performance data.

Section 8.6: Lower-Priority Program Activities

The President's Budget identifies the lower-priority program activities, where applicable, as required under the GPRA Modernization Act, 31 U.S.C. 1115(b)(10). The public can access the volume at: <http://www.whitehouse.gov/omb/budget>.