<table>
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<th>EXHIBIT NUMBER</th>
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<th>PAGE NUMBER</th>
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<tbody>
<tr>
<td>2</td>
<td>Organization Chart</td>
<td>MBDA-1</td>
</tr>
<tr>
<td>3</td>
<td>Executive Summary</td>
<td>MBDA-2</td>
</tr>
<tr>
<td>3A</td>
<td>FY 2009 Annual Performance Plan</td>
<td>MBDA-4</td>
</tr>
<tr>
<td>5</td>
<td>Summary of Resources Requirements: Direct Obligations</td>
<td>MBDA-11</td>
</tr>
<tr>
<td>6</td>
<td>Summary of Reimbursable Obligations</td>
<td>MBDA-12</td>
</tr>
<tr>
<td>7</td>
<td>Summary of Financing</td>
<td>MBDA-13</td>
</tr>
<tr>
<td>8</td>
<td>Adjustments to Base</td>
<td>MBDA-14</td>
</tr>
<tr>
<td>9</td>
<td>Justification of Adjustments to Base</td>
<td>MBDA-15</td>
</tr>
<tr>
<td>10</td>
<td>Program and Performance: Direct Obligations</td>
<td>MBDA-19</td>
</tr>
<tr>
<td>11</td>
<td>Program and Performance: Reimbursable Obligations</td>
<td>MBDA-20</td>
</tr>
<tr>
<td>12</td>
<td>Justification of Program and Performance</td>
<td>MBDA-21</td>
</tr>
<tr>
<td>13</td>
<td>Program Change: Minority Business Assistance During Economic Recovery</td>
<td>MBDA-27</td>
</tr>
<tr>
<td>14</td>
<td>Program Change Personnel Detail</td>
<td>MBDA-29</td>
</tr>
<tr>
<td>15</td>
<td>Program Change Detail by Object Class</td>
<td>MBDA-30</td>
</tr>
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<td>16</td>
<td>Summary of Requirements by Object Class</td>
<td>MBDA-31</td>
</tr>
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<td>17</td>
<td>Detailed Requirements by Object Class</td>
<td>MBDA-33</td>
</tr>
<tr>
<td>23</td>
<td>Summary of Information Technology Resources</td>
<td>MBDA-38</td>
</tr>
<tr>
<td>33</td>
<td>Appropriation Language and Code Citation</td>
<td>MBDA-39</td>
</tr>
<tr>
<td>34</td>
<td>Consulting and Related Services</td>
<td>MBDA-40</td>
</tr>
<tr>
<td>35</td>
<td>Periodicals, Pamphlets, and Audiovisual Services</td>
<td>MBDA-41</td>
</tr>
<tr>
<td>36</td>
<td>Average Grade and Salaries</td>
<td>MBDA-42</td>
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</table>
Department of Commerce
Minority Business Development Agency
Executive Summary

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

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.
Table of Contents

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**

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$1.1B</td>
<td>$1.2B</td>
<td>$1.2B</td>
<td>$0.9B</td>
<td>$0.9B</td>
<td>$1.0B</td>
</tr>
</tbody>
</table>

**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

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

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

**Measure 1b. Dollar value of financial awards obtained**

<table>
<thead>
<tr>
<th></th>
<th>FY 2005 Actual</th>
<th>FY 2006 Actual</th>
<th>FY 2007 Actual</th>
<th>FY 2008 Actual</th>
<th>FY 2009 Target</th>
<th>FY 2010 Target</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$0.5B</td>
<td>$0.4 B</td>
<td>$0.6 B</td>
<td>$0.9 B</td>
<td>$0.5 B</td>
<td>$0.6 B</td>
</tr>
</tbody>
</table>

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

**Measure 1c. Number of new job opportunities created**

<table>
<thead>
<tr>
<th>FY 2005 Actual</th>
<th>FY 2006 Actual</th>
<th>FY 2007 Actual</th>
<th>FY 2008 Actual</th>
<th>FY 2009 Target</th>
<th>FY 2010 Target</th>
</tr>
</thead>
<tbody>
<tr>
<td>2,270</td>
<td>4,254</td>
<td>3,506</td>
<td>4,603</td>
<td>3,000</td>
<td>4,000</td>
</tr>
</tbody>
</table>

**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**

<table>
<thead>
<tr>
<th>Data Source</th>
<th>Frequency</th>
<th>Data Storage</th>
<th>Internal Controls</th>
<th>Data Limitations</th>
<th>Actions Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>Secured Internet transmission to Program Performance system</td>
<td>Quarterly reports as available directly from clients</td>
<td>Oracle platform</td>
<td>Client Source documents forwarded to Region Project Managers</td>
<td>Data integrity dependent on agency verification policy and timeliness of review</td>
<td>Quarterly desk assessment and semi-annual site visit and review</td>
</tr>
</tbody>
</table>

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

**Measure 1d. Percent increase in Client Gross receipts**

<table>
<thead>
<tr>
<th>FY 2005 Actual</th>
<th>FY 2006 Actual</th>
<th>FY 2007 Actual</th>
<th>FY 2008 Actual</th>
<th>FY 2009 Target</th>
<th>FY 2010 Target</th>
</tr>
</thead>
<tbody>
<tr>
<td>15%</td>
<td>6%</td>
<td>5%</td>
<td>6%</td>
<td>6%</td>
<td>6%</td>
</tr>
</tbody>
</table>

**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**

<table>
<thead>
<tr>
<th>Data Source</th>
<th>Frequency</th>
<th>Data Storage</th>
<th>Internal Controls</th>
<th>Data Limitations</th>
<th>Actions Required</th>
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<tbody>
<tr>
<td>Secured Internet transmission to Program Performance system</td>
<td>Quarterly reports as available directly from clients</td>
<td>Oracle platform</td>
<td>Client Source documents forwarded to Region Project Managers</td>
<td>Data integrity dependent on agency verification policy and timeliness of review</td>
<td>Quarterly desk assessment and semi-annual site visit and review</td>
</tr>
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</table>


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)

<table>
<thead>
<tr>
<th>Measure 1e. Satisfaction rating for the American Customer Satisfaction Index (ACSI)</th>
<th>FY 2005 Actual</th>
<th>FY 2006 Actual</th>
<th>FY 2007 Actual</th>
<th>FY 2008 Actual</th>
<th>FY 2009 Target</th>
<th>FY 2010 Target</th>
</tr>
</thead>
<tbody>
<tr>
<td>68%</td>
<td>N/A</td>
<td>72%</td>
<td>N/A</td>
<td>75%</td>
<td>N/A</td>
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</table>

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

<table>
<thead>
<tr>
<th>Data Source</th>
<th>Frequency</th>
<th>Data Storage</th>
<th>Internal Controls</th>
<th>Data Limitations</th>
<th>Actions Required</th>
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</thead>
<tbody>
<tr>
<td>Contracted Survey with Federal Consulting Group</td>
<td>Two year follow-up Survey</td>
<td>Develop a revised model to review projects, Staff and regions for benchmark</td>
<td>Client Performance System and Phoenix Database Systems Portal Clients Served</td>
<td>Data integrity dependent on agency verification policy and timeliness of review</td>
<td>Quarterly desk assessment and semi-annual site visit and review</td>
</tr>
</tbody>
</table>

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

Measure 1f. Cumulative Economic Impact

<table>
<thead>
<tr>
<th>Measure 1f. Cumulative Economic Impact</th>
<th>FY 2005 Actual</th>
<th>FY 2010 Target</th>
<th>FY 2015 Target</th>
<th>FY 2020 Target</th>
</tr>
</thead>
<tbody>
<tr>
<td>$11B</td>
<td>$16B</td>
<td>$23B</td>
<td>$30B</td>
<td></td>
</tr>
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</table>

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

<table>
<thead>
<tr>
<th>Data Source</th>
<th>Frequency</th>
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<th>Internal Controls</th>
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<td>Every five years</td>
<td>Oracle platform</td>
<td>Client and Source Verification by Regional Project Managers</td>
<td>Data integrity dependent on agency verification policy and timeliness of review</td>
<td>Quarterly desk assessment and semi-annual site visit and review</td>
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</table>
### Section 6. Recovery Act – new metrics

N/A

### Section 7. FY 2010 Program Changes

<table>
<thead>
<tr>
<th>Accompanying GPRA</th>
<th>Base</th>
<th>Increase/Decrease</th>
<th>Page of Exhibit 13 Discussion</th>
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<tbody>
<tr>
<td><strong>Minority Business Assistance During Economic Recovery</strong></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>APP Page no.</td>
<td>Performance Measure no.</td>
<td>FTE</td>
<td>Amount</td>
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<td>MBDA-6-8</td>
<td>1a, 1b, 1c, 1d</td>
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<td>30,563</td>
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### Section 8. Resource Requirements Summary

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<td><strong>Performance Goal/Outcome:</strong> To increase access to the marketplace and financing for minority-owned businesses.</td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Total Funding</td>
<td>29.1</td>
<td>29.8</td>
<td>29.8</td>
<td>28.9¹</td>
<td>28.5</td>
<td>30.1</td>
<td>30.9</td>
<td>0.4</td>
<td>31.3</td>
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<tr>
<td>Direct</td>
<td>28.5</td>
<td>29.5</td>
<td>29.6</td>
<td>28.6</td>
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<td>29.8</td>
<td>30.6</td>
<td>0.4</td>
<td>31.0</td>
</tr>
<tr>
<td>Reimbursable</td>
<td>0.6</td>
<td>0.3</td>
<td>0.2</td>
<td>0.3</td>
<td>0.3</td>
<td>0.3</td>
<td>0.3</td>
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<td>0.3</td>
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<tr>
<td>IT Funding</td>
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<td>2.0</td>
<td>2.0</td>
<td>2.0</td>
<td>0</td>
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<td>2.0</td>
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<tr>
<td>FTE</td>
<td>92</td>
<td>96</td>
<td>94</td>
<td>88²</td>
<td>74³</td>
<td>100</td>
<td>100</td>
<td>1</td>
<td>101</td>
</tr>
</tbody>
</table>

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)

<table>
<thead>
<tr>
<th>FY 2009 Appropriation</th>
<th>Positions</th>
<th>FTE</th>
<th>Authority</th>
<th>Obligations</th>
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<tbody>
<tr>
<td></td>
<td>110</td>
<td>100</td>
<td>29,825</td>
<td>29,860</td>
</tr>
<tr>
<td>Less unobligated balance from prior year</td>
<td></td>
<td></td>
<td></td>
<td>(35)</td>
</tr>
<tr>
<td>MBDA-14 plus: 2010 adjustments to base</td>
<td>0</td>
<td>0</td>
<td>738</td>
<td>738</td>
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<tr>
<td>2010 base</td>
<td>110</td>
<td>100</td>
<td>30,563</td>
<td>30,563</td>
</tr>
<tr>
<td>MBDA-27 plus: 2010 program changes</td>
<td>1</td>
<td>1</td>
<td>437</td>
<td>437</td>
</tr>
<tr>
<td>2010 estimate</td>
<td>111</td>
<td>101</td>
<td>31,000</td>
<td>31,000</td>
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### Comparison by activity:

<table>
<thead>
<tr>
<th>Minority Business Development</th>
<th>Personnel</th>
<th>Amount</th>
<th>Personnel</th>
<th>Amount</th>
<th>Personnel</th>
<th>Amount</th>
<th>Personnel</th>
<th>Amount</th>
<th>Personnel</th>
<th>Amount</th>
<th>Increase/ Decrease over 2010 Base</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minority Business Development</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pos./BA</td>
<td>110</td>
<td>28,623</td>
<td>110</td>
<td>29,825</td>
<td>110</td>
<td>30,563</td>
<td>111</td>
<td>31,000</td>
<td>1</td>
<td>437</td>
<td></td>
</tr>
<tr>
<td>FTE/Obl.</td>
<td>74</td>
<td>28,232</td>
<td>100</td>
<td>29,860</td>
<td>100</td>
<td>30,563</td>
<td>101</td>
<td>31,000</td>
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</tr>
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<td>Total</td>
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<td></td>
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<td></td>
</tr>
<tr>
<td>Pos./BA</td>
<td>110</td>
<td>28,623</td>
<td>110</td>
<td>29,825</td>
<td>110</td>
<td>30,563</td>
<td>111</td>
<td>31,000</td>
<td>1</td>
<td>437</td>
<td></td>
</tr>
<tr>
<td>FTE/Obl.</td>
<td>74</td>
<td>28,232</td>
<td>100</td>
<td>29,860</td>
<td>100</td>
<td>30,563</td>
<td>101</td>
<td>31,000</td>
<td>1</td>
<td>437</td>
<td></td>
</tr>
</tbody>
</table>

### Adjustments to Obligations:

| Recoveries | (18) |
| Unobligated Balance, SOY | (16) | (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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### SUMMARY OF REIMBURSABLE OBLIGATIONS

(Dollar amounts in thousands)

<table>
<thead>
<tr>
<th>Comparison by activity:</th>
<th>Personnel</th>
<th>Amount</th>
<th>Personnel</th>
<th>Amount</th>
<th>Personnel</th>
<th>Amount</th>
<th>Personnel</th>
<th>Amount</th>
<th>Personnel</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minority Business Development</td>
<td>Pos./BA</td>
<td>0</td>
<td>304</td>
<td>0</td>
<td>300</td>
<td>0</td>
<td>300</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Total</td>
<td>Pos./BA</td>
<td>0</td>
<td>304</td>
<td>0</td>
<td>300</td>
<td>0</td>
<td>300</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>
### Minority Business Development Agency

**SUMMARY OF FINANCING**

(Dollar amounts in thousands)

<table>
<thead>
<tr>
<th></th>
<th>2008 Actual</th>
<th>2009 Currently Available</th>
<th>2010 Base</th>
<th>2010 Estimate</th>
<th>Increase/Decrease</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Obligations</td>
<td>28,536</td>
<td>30,160</td>
<td>30,863</td>
<td>31,300</td>
<td>437</td>
</tr>
<tr>
<td>Financing:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Offsetting collections from:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Federal funds</td>
<td>(304)</td>
<td>(300)</td>
<td>(300)</td>
<td>(300)</td>
<td>0</td>
</tr>
<tr>
<td>Trust funds</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Non-Federal sources</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Recoveries</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>(18)</td>
</tr>
<tr>
<td>Unobligated balance, start of year</td>
<td>(16)</td>
<td>(35)</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Unobligated balance transferred</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Unobligated balance, end of year</td>
<td>35</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td>Unobligated balance expiring</td>
<td>391</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Budget Authority</td>
<td>28,623</td>
<td>29,825</td>
<td>30,563</td>
<td>31,000</td>
<td>437</td>
</tr>
<tr>
<td>Transfer from other accounts (-)</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Transfer to other accounts (+)</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Appropriation</td>
<td>28,623</td>
<td>29,825</td>
<td>30,563</td>
<td>31,000</td>
<td>437</td>
</tr>
</tbody>
</table>
Other Changes: FTE Amount
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
### JUSTIFICATION OF ADJUSTMENTS TO BASE

(Dollar amounts in thousands)

<table>
<thead>
<tr>
<th>Object Class</th>
<th>FTE</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>2009 Pay Raise</strong></td>
<td>0</td>
<td>189</td>
</tr>
<tr>
<td>A pay raise of 3.9% will become effective January 1, 2009.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total cost in 2010 of 2009 pay increase</td>
<td></td>
<td>427,000</td>
</tr>
<tr>
<td>Less amount funded in 2009</td>
<td></td>
<td>238,000</td>
</tr>
<tr>
<td>Less amount absorbed</td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>Amount requested in 2010 to provide cost of 2009 pay increase</td>
<td></td>
<td>189,000</td>
</tr>
</tbody>
</table>

| **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 .070                      |     | 172,571|
| 2009 $9,303,000 x .343 x .070                      |     | 223,365|
| Total adjustment-to-base                            |     | (50,794)|
Federal Employees Retirement System (FERS)

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.

<table>
<thead>
<tr>
<th>Year</th>
<th>Adjusted Payroll</th>
<th>Percentage</th>
<th>Contribution Rate</th>
<th>Total Adjusted-to-base</th>
</tr>
</thead>
<tbody>
<tr>
<td>2009</td>
<td>$9,303,000 x .657 x .1120</td>
<td>65.7%</td>
<td>.1120</td>
<td>$684,552</td>
</tr>
<tr>
<td>2010</td>
<td>$9,303,000 x .735 x .1120</td>
<td>73.5%</td>
<td>.1120</td>
<td>$765,823</td>
</tr>
</tbody>
</table>

Total adjustment-to-base: $81,271

Thrift Savings Plan (TSP)

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.

<table>
<thead>
<tr>
<th>Year</th>
<th>Adjusted Payroll</th>
<th>Percentage</th>
<th>Contribution Rate</th>
<th>Total Adjusted-to-base</th>
</tr>
</thead>
<tbody>
<tr>
<td>2009</td>
<td>$9,303,000 x .657 x .020</td>
<td>65.7%</td>
<td>.020</td>
<td>$122,241</td>
</tr>
<tr>
<td>2010</td>
<td>$9,303,000 x .735 x .020</td>
<td>73.5%</td>
<td>.020</td>
<td>$136,754</td>
</tr>
</tbody>
</table>

Total adjustment-to-base: $14,513

Federal Insurance Contribution Act (FICA)

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.

<table>
<thead>
<tr>
<th>Year</th>
<th>Adjusted Payroll</th>
<th>Percentage</th>
<th>Contribution Rate</th>
<th>Total Adjusted-to-base</th>
</tr>
</thead>
<tbody>
<tr>
<td>2009</td>
<td>$9,303,000 x .932 x .062</td>
<td>65.7%</td>
<td>.062</td>
<td>$353,180</td>
</tr>
<tr>
<td>2010</td>
<td>$9,303,000 x .928 x .062</td>
<td>73.5%</td>
<td>.062</td>
<td>$393,414</td>
</tr>
</tbody>
</table>

Subtotal: $40,234

<table>
<thead>
<tr>
<th>Year</th>
<th>Adjusted Payroll</th>
<th>Percentage</th>
<th>Contribution Rate</th>
<th>Total Adjusted-to-base</th>
</tr>
</thead>
<tbody>
<tr>
<td>2009</td>
<td>$53,000 x .932 x .062</td>
<td>65.7%</td>
<td>.062</td>
<td>$2,012</td>
</tr>
<tr>
<td>2010</td>
<td>$53,000 x .928 x .062</td>
<td>73.5%</td>
<td>.062</td>
<td>$2,241</td>
</tr>
</tbody>
</table>

Subtotal: $229

Total adjustment-to-base: $40,463
<table>
<thead>
<tr>
<th>Description</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>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.</td>
<td>13</td>
</tr>
<tr>
<td>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.</td>
<td>38</td>
</tr>
<tr>
<td>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.</td>
<td>10</td>
</tr>
<tr>
<td>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.</td>
<td>7</td>
</tr>
<tr>
<td>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.</td>
<td>43</td>
</tr>
<tr>
<td>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.</td>
<td>2</td>
</tr>
</tbody>
</table>
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 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........................................................................................................................................................................ 0 738
Activity: Minority Business Development
Subactivity: Minority Business Development

<table>
<thead>
<tr>
<th></th>
<th>2008 Actual</th>
<th>2009 Currently Available</th>
<th>2010 Base</th>
<th>2010 Estimate</th>
<th>Increase/Decrease over 2010 Base</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Personnel</td>
<td>Amount</td>
<td>Personnel</td>
<td>Amount</td>
<td>Personnel</td>
</tr>
<tr>
<td>Minority Business Development Pos./BA</td>
<td>110</td>
<td>28,623</td>
<td>110</td>
<td>29,825</td>
<td>110</td>
</tr>
<tr>
<td></td>
<td>FTE/Obl.</td>
<td>74</td>
<td>28,232</td>
<td>100</td>
<td>29,860</td>
</tr>
<tr>
<td>Total Pos./BA</td>
<td>110</td>
<td>28,623</td>
<td>110</td>
<td>29,825</td>
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<tr>
<td></td>
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<td>74</td>
<td>28,232</td>
<td>100</td>
<td>29,860</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th></th>
<th>Personnel</th>
<th>Amount</th>
<th>Personnel</th>
<th>Amount</th>
<th>Personnel</th>
<th>Amount</th>
<th>Personnel</th>
<th>Amount</th>
<th>Personnel</th>
<th>Amount</th>
<th>Increase/ (Decrease) over 2010 Base</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2008 Actual</td>
<td>2009 Currently Available</td>
<td>2010 Base</td>
<td>2010 Estimate</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Personnel</td>
<td>Amount</td>
<td>Personnel</td>
<td>Amount</td>
<td>Personnel</td>
<td>Amount</td>
<td>Personnel</td>
<td>Amount</td>
<td>Personnel</td>
<td>Amount</td>
<td></td>
</tr>
<tr>
<td>Minority Business Development</td>
<td>Pos./BA</td>
<td>0</td>
<td>304</td>
<td>0</td>
<td>300</td>
<td>0</td>
<td>300</td>
<td>0</td>
<td>300</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>FTE/Obl.</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Total</td>
<td>Pos./BA</td>
<td>0</td>
<td>304</td>
<td>0</td>
<td>300</td>
<td>0</td>
<td>300</td>
<td>0</td>
<td>300</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>FTE/Obl.</td>
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<td>0</td>
<td>0</td>
<td>0</td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>
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.
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.

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
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<tbody>
<tr>
<td>Dollar value of contract awards to</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Minority Business Enterprises (MBEs)</td>
<td>$25M</td>
<td>$25M</td>
<td>$25M</td>
<td>$25M</td>
<td>$25M</td>
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<tr>
<td>Dollar value of financial awards obtained</td>
<td>$10.7M</td>
<td>$10.7M</td>
<td>$10.7M</td>
<td>$10.7M</td>
<td>$10.7M</td>
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<tr>
<td>Number of new job opportunities created</td>
<td>68</td>
<td>68</td>
<td>68</td>
<td>68</td>
<td>68</td>
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<tr>
<td>Increase in Client Gross receipts</td>
<td>$0.2M</td>
<td>$0.2M</td>
<td>$0.2M</td>
<td>$0.2M</td>
<td>$0.2M</td>
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</table>

| Cost and Benefits:                           |      |      |      |      |      |
| Direct Obligations: Uncapitalized            | $437 | $437 | $437 | $437 | $437 |
| Budget Authority                             | $437 | $437 | $437 | $437 | $437 |
| Outlays                                      | $219 | $411 | $437 | $437 | $437 |
| FTE                                          | 1    | 1    | 1    | 1    | 1    |
| Benefits, dollars (ROAI $43/$1)             | $19M | $19M | $19M | $19M | $19M |
Activity: Minority Business Development  
Subactivity: Minority Business Development  
Program Change: Minority Business Assistance During Economic Recovery

<table>
<thead>
<tr>
<th>Title</th>
<th>Grade</th>
<th>Number</th>
<th>Annual Salary</th>
<th>Total Salaries</th>
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<td>1</td>
<td>86,927</td>
<td>86,927</td>
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<tr>
<td>Total</td>
<td></td>
<td></td>
<td>86,927</td>
<td></td>
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<tr>
<td>Less Lapse</td>
<td></td>
<td>1</td>
<td>(21,732)</td>
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</tr>
<tr>
<td>Total Full-time permanent (FTE)</td>
<td></td>
<td>1</td>
<td>65,195</td>
<td>1,304</td>
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<tr>
<td>FY 2010 Pay Raise (2%)</td>
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<td></td>
<td></td>
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<tr>
<td>Total</td>
<td></td>
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<td>66,499</td>
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Personnel Data

- Full-time Equivalent Employment
  - Full-time permanent: 1
  - Other than full-time permanent: 0
  - Total: 1

Authorized Positions:

- Full-time permanent: 1
- Other than full-time permanent: 0
- Total: 1
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<th>Object Class</th>
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<tr>
<td>11.1</td>
<td>Full-time permanent</td>
<td>66</td>
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<tr>
<td>11.3</td>
<td>Other than full-time permanent</td>
<td></td>
</tr>
<tr>
<td>11.5</td>
<td>Other personnel compensation</td>
<td></td>
</tr>
<tr>
<td>11.8</td>
<td>Special personnel services payments</td>
<td></td>
</tr>
<tr>
<td>11.9</td>
<td>Total personnel compensation</td>
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<tr>
<td>12.1</td>
<td>Civilian personnel benefits</td>
<td>19</td>
</tr>
<tr>
<td>13</td>
<td>Benefits for former personnel</td>
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</tr>
<tr>
<td>21</td>
<td>Travel and transportation of persons</td>
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<tr>
<td>22</td>
<td>Transportation of things</td>
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<tr>
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</tr>
<tr>
<td>23.2</td>
<td>Rental payment to others</td>
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</tr>
<tr>
<td>23.3</td>
<td>Commun., util., misc. charges</td>
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</tr>
<tr>
<td>24</td>
<td>Printing and reproduction</td>
<td></td>
</tr>
<tr>
<td>25.1</td>
<td>Advisory and assistance services</td>
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</tr>
<tr>
<td>25.2</td>
<td>Other services</td>
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</tr>
<tr>
<td>25.3</td>
<td>Purchases of goods and services from Government accounts</td>
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<tr>
<td>25.4</td>
<td>Operations and maintenance of facilities</td>
<td></td>
</tr>
<tr>
<td>25.5</td>
<td>Research and development contracts</td>
<td></td>
</tr>
<tr>
<td>25.6</td>
<td>Medical care</td>
<td></td>
</tr>
<tr>
<td>25.7</td>
<td>Operation and maintenance of equipment</td>
<td></td>
</tr>
<tr>
<td>25.8</td>
<td>Subsistence and support of persons</td>
<td></td>
</tr>
<tr>
<td>26</td>
<td>Supplies and materials</td>
<td>2</td>
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<tr>
<td>31</td>
<td>Equipment</td>
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<td>32</td>
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<td>33</td>
<td>Investments and loans</td>
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<tr>
<td>41</td>
<td>Grants, subsidies and contributions</td>
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<tr>
<td>42</td>
<td>Insurance claims and indemnities</td>
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<td>Interest and dividends</td>
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<td>44</td>
<td>Refunds</td>
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<td>99</td>
<td>Total obligations</td>
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### Department of Commerce

**Minority Business Development Agency**

**Minority Business Development**

**SUMMARY OF REQUIREMENTS BY OBJECT CLASS**

(Dollar amounts in thousands)

<table>
<thead>
<tr>
<th>Object Class</th>
<th>2008 Actual</th>
<th>2009 Currently Available</th>
<th>2010 Base</th>
<th>2010 Estimate</th>
<th>Increase / (Decrease)</th>
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<tbody>
<tr>
<td>11 Personal compensation</td>
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<tr>
<td>11.1 Full-time permanent</td>
<td>8,713</td>
<td>9,303</td>
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<td>9,722</td>
<td>66</td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td>11.5 Other personnel compensation</td>
<td>51</td>
<td>53</td>
<td>53</td>
<td>53</td>
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<td>11.8 Special personnel services payments</td>
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<td>0</td>
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<td>0</td>
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<td>0</td>
<td>0</td>
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<td>11</td>
<td>26</td>
<td>15</td>
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<td>23.3 Commun., util., misc. charges</td>
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<td>2,300</td>
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<td>25.4 Operations and maintenance of facilities</td>
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<td>0</td>
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<td>0</td>
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<td>25.5 Research and development contracts</td>
<td>0</td>
<td>0</td>
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<tr>
<td>25.6 Medical care</td>
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<td>0</td>
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<td>30</td>
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<td>0</td>
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<td>0</td>
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<td>31 Equipment</td>
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<td>5</td>
<td>7</td>
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<td>32 Lands and structures</td>
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<td>0</td>
<td>0</td>
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<tr>
<td>33 Investments and loans</td>
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<td>0</td>
<td>0</td>
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<td>0</td>
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<td>11,471</td>
<td>300</td>
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<td>0</td>
<td>0</td>
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<td>43 Interest and dividends</td>
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<td>44 Refunds</td>
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<td>99 Total obligations</td>
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<td>Less: Recoveries</td>
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<td></td>
<td>(16)</td>
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<td>(35)</td>
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<tr>
<td>Plus: Unobligated Balance, Transferred</td>
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<tr>
<td>Plus: Unobligated Balance, EOY</td>
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<tr>
<td>Less: Transfer from other accounts</td>
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</tr>
<tr>
<td>Less: Transfer to other accounts</td>
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</tr>
<tr>
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<td>28,623</td>
<td>29,825</td>
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<td>Object Class</td>
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<td>2009 Currently Available</td>
<td>2010 Base</td>
<td>2010 Estimate</td>
<td>Increase / (Decrease)</td>
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<td>-------------</td>
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<tr>
<td>Less: Obligations from prior year</td>
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<td>Total Budget Authority</td>
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<td>31,000</td>
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**Personnel Data**

<table>
<thead>
<tr>
<th></th>
<th>2008</th>
<th>2009</th>
<th>2010</th>
<th>2010</th>
<th>Increase / (Decrease)</th>
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<tr>
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<td></td>
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<tr>
<td>Full-time permanent</td>
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<td>100</td>
<td>101</td>
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<tr>
<td>Other than full-time permanent</td>
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<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>74</td>
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<td>101</td>
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<td>110</td>
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<td>1</td>
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<td>Other than full-time permanent</td>
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<td><strong>Total</strong></td>
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<td>110</td>
<td>111</td>
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### Exhibit 17

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

<table>
<thead>
<tr>
<th>Object Class</th>
<th>2010 Adjustment to Base</th>
<th>2010 Base</th>
<th>2010 Estimate</th>
<th>Increase / (Decrease)</th>
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<td>11</td>
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<tr>
<td>Full-time permanent</td>
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<td>Executive level</td>
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<td>Senior executive service</td>
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</tr>
<tr>
<td>General schedule</td>
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<tr>
<td>Commissioned officers</td>
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<tr>
<td>Wage board/wage marine</td>
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<tr>
<td>Scientific &amp; professional (P.L. 80-313)</td>
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<tr>
<td>Examiners of patent appeals (P.L. 82-593, 98-622)</td>
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<tr>
<td>Examiners of trademark appeals (P.L. 98-622)</td>
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</tr>
<tr>
<td>Senior foreign service</td>
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<td>Foreign service staff</td>
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</tr>
<tr>
<td>Foreign service nationals</td>
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<tr>
<td>Consultants &amp; experts</td>
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</tr>
<tr>
<td>Students</td>
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<td>[Law enforcement]</td>
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<tr>
<td>Other than full-time permanent</td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>General schedule</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Wage board</td>
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<tr>
<td>Experts &amp; consultants</td>
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<td></td>
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</tr>
<tr>
<td>Hourly</td>
<td></td>
<td></td>
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</tr>
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<td><strong>Subtotal</strong></td>
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<td>0</td>
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<td>0</td>
</tr>
<tr>
<td>Object Class</td>
<td>2010 Adjustment to Base</td>
<td>2010 Base</td>
<td>2010 Estimate</td>
<td>Increase / (Decrease)</td>
</tr>
<tr>
<td>--------------------------------------------------</td>
<td>-------------------------</td>
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</tr>
<tr>
<td>11.5 Other personnel compensation</td>
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<tr>
<td>Overtime</td>
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<td>Increase / (Decrease)</td>
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Less prior year recoveries

Total Budget Authority

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### IT Projects by activity/subactivity: with totals by activity

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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”.

Exhibit 33
CONSULTING AND RELATED SERVICES  
(Obligations in thousands of dollars) 

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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)

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</tbody>
</table>

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**

<table>
<thead>
<tr>
<th></th>
<th>FY 2008 Actual</th>
<th>FY 2009 Estimate</th>
<th>FY 2010 Estimate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Average ES salary</td>
<td>$167,882</td>
<td>$172,918</td>
<td>$176,376</td>
</tr>
<tr>
<td>Average GS/GM grade</td>
<td>12</td>
<td>13</td>
<td>13</td>
</tr>
<tr>
<td>Average GS/GM salary</td>
<td>$90,395</td>
<td>$93,107</td>
<td>$94,969</td>
</tr>
</tbody>
</table>

Total compensable workyears:
- Full-time equivalent employment: 74, 100, 101
- Full-time equivalent of overtime and holiday hours: 0, 0, 0