

Overview

Introduction

The Department of the Treasury Working Capital Fund (WCF) was established by the Excise, Estate, and Gift Tax Adjustment Act of 1970 (P.L. 91-614 § 401). As codified in 31 USC §322, “Amounts in the fund are available for expenses of operating and maintaining common administrative services of the Department that the Secretary of the Treasury, with the approval of the Director of the Office of Management and Budget, decides may be carried out more advantageously and more economically as central services.”

Program Summary by Bureau Type

Dollars in Thousands

Funding Source	FY 2010 Enacted	FY 2011 Estimate	FY 2012 Estimate	\$ Change FY 2011 To FY 2012	% Change FY 2011 To FY 2012
Treasury Appropriated Bureaus	\$186,210	\$131,728	\$122,509	(\$9,219)	-7.00%
Treasury non-Appropriated Bureaus	\$15,495	\$15,616	\$14,357	(\$1,259)	-8.06%
Non-Treasury	\$6,153	\$5,306	\$5,000	(\$306)	-5.77%
Grand Total Financial Plan Requirements	\$207,859	\$152,650	\$141,866	(\$10,784)	-7.06%

*The decrease in funding level from FY 2010 to 2011 is primarily due to the elimination of the Treasury Communications System (TCS) program. Treasury’s network is now funded outside of the Working Capital Fund.

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Section 1 – Purpose

The WCF exists to (1) promote economies of scale, (2) reduce overhead costs, (3) promote central management, (4) avoid duplication among those who might provide the service, (5) improve service quality, (6) make available goods and services to those users who could not afford them except on a centralized basis, (7) provide flexibility in the timing of purchases, and (8) allow for replacement of equipment and other assets on a long-term basis through the use of depreciation charges to users, as a means of recovering those costs.

Section 2 - Program Activities and Services

The majority of the service providers under the WCF program are organizational components of the Assistant Secretary for Management and Chief Financial Officer (ASM/CFO) in the Departmental Offices. The three exceptions are the Security Program which is located in the Office of Terrorism and Financial Intelligence, the Office of Small and Disadvantaged Business Utilization which is located in the Office of the Deputy Secretary and the Homeland Security Presidential Directive – 12 program which the Internal Revenue Service serves as the Executive Agent. The programs in the WCF for FY 2012 are as follows:

2A - Intelligence and Security

Security Programs

Resource Level: \$811,030 and 3 FTE

Description: Security Programs develop guidance and provide operational assistance and direction on security of information, contracts, systems, facilities, critical infrastructure, and personnel; and provides training.

2B – Deputy Assistant Secretary, Human Resources/Chief Human Capital Officer (CHCO)

Human Capital Strategic Management

Resource Level: \$962,640 and 5 FTE

Description: This program plays a critical role in facilitating the responsibilities of the CHCO office from a Treasury-wide perspective. It ensures compliance with the CHCO Act, and develops and implements programs and guidance on staffing and recruitment, pay and leave administration, and performance management.

Civil Rights and Diversity

Resource Level: \$1,898,306 and 10 FTE

Description: The Civil Rights and Diversity program administers the Department's Equal Opportunity Program, mandated by 29 CFR 1614, to provide equal opportunity in employment for all persons and to prohibit discrimination in employment, including providing prompt, fair and impartial processing of complaints. It also provides enterprise-wide solutions to address equal opportunity and civil rights concerns and opportunities that cross bureau lines.

2C – Deputy Assistant Secretary, Information Systems/Chief Information Officer

HR Connect

Resource Level: \$27,109,188 and 38 FTEs

Description: HR Connect is Treasury's enterprise system, a web-based solution built on PeopleSoft commercial-off-the-shelf (COTS) software. HR Connect transforms core back-office HR functions, moving them from a processing-centric capability, supported by Treasury and National Finance Center (NFC) legacy systems, to a strategic-centric capability enabled through its commercial software underpinning. Additionally, self-service components of the software fundamentally transform the standard government HR service delivery model, putting additional information, services and processes (i.e., personal data, position management, requests for personnel action, recruitment, reporting, etc.) directly in the hands of managers and employees allowing better and more efficient decision making.

HR Connect supports the OPM mandate that requires all federal agencies to use a learning management system to fully account for federal professional development activity; reduces training costs through competitive and consolidated course purchases; enables comprehensive and reliable reporting to leadership and OPM; and offers a one-stop-shop, twenty-four hour access to over 3,000 online courses and more than 18,000 professional books.

NFC/Employee Express

Resource Level: \$22,853,201 and 16 FTEs

Description: Treasury's HR Connect system interfaces with the National Finance Center (NFC) for payroll processing and administration providing integration and process support as well as Employee Express. Employee Express is an application which feeds into the NFC database to allow employees to perform various self-service activities such as updating taxes, allotments, health insurance, savings bonds, and thrift savings contributions.

HR Connect E-Government - Funds interagency agreements between Treasury and OPM to implement OPM's E-Government initiatives. The specific initiatives funded are Enterprise Human Resources Integration, Human Resources Line of Business, and USAJOBS.

Telecommunications

Resource Level: \$32,236,387 and 24 FTEs

Description: The *Operations Office* provides oversight and management of all telecommunications programs within the OCIO. It provides strategic direction to the telecommunications programs, ensures that they are managing costs according to best practices, and reduces costs where possible.

The *Digital Telecommunications System* provides telecommunications capabilities to Treasury bureaus nationwide. The three core programs are Digital Telecommunications System, Treasury Local Access Transport Area, and SONET (Synchronous Optical Network). The Digital Telecommunications System provides digital voice, data, and Voice over Internet (VoIP) telecommunications to the following bureaus in the Washington, DC metropolitan area: BEP, CDFI, Departmental Offices, IRS, TIGTA, FMS, OCC, and OIG. These services include local and long distance calling, Audio and Video Conferencing, Automatic Call Distribution services, voice mail, E911, and related support and maintenance. The Treasury Local Access Transport Area provides for local voice and data circuitry and connectivity to all DTS users, as well as for local connectivity outside of the DTS network. SONET provides for high speed transport and redundant connectivity between remote local DTS switches at Bureau facilities, and the host switch (5ESS Central Office) located at 30 E St., SW, Washington, DC.

The *Government Secure Operations Center* serves as the focal point for management of cyber incidents and is responsible for security detection, analysis and incident management lifecycle practices to improve the Department's overall security posture. The Center ensures adherence to Departmental and Federal security standards; and improve cyber threat awareness across Treasury bureaus.

The *Wireless Program* provides centralized management of, and guidance for, all wireless activities and spectrum usage across Treasury.

The *Web Hosting Program* provides web services functions for the Treasury public websites and the Treasury-wide intranet including website design; content management; Treasury-wide team collaboration sites; survey creation; and support for bureau/office webmasters and content managers. It provides web hosting functions to include common infrastructure, support, and management for hosting Treasury's enterprise applications.

Cyber Security

Resource Level: \$1,200,681 and 6 FTE

Description: *Critical Infrastructure Protection and Information Security* services support the direct protection of designated Treasury Critical Infrastructure/Key Resources against terrorist activity. They also support the protection (confidentiality, integrity, and availability) of the Department's unclassified and classified systems, and the information they process. Finally, they coordinate the Department's overall activities to implement the Federal Information Security Management Act (FISMA) of 2002.

E-Government

Resource Level: \$9,207,944 and 20 FTEs

Description: *E-Government Payments* services include IT Infrastructure Operations, Grants Management, Geo Spatial, Budget Formulation and Execution, Disaster Assistance Improvement Plan (DAIP) Systems, Financial Management Line of Business, and E-Rule Making.

Enterprise Architecture services develop an IT Strategy and Transition Plan to meet Treasury's mission requirements and strategic goals. The office collaborates with bureaus and partners with CPIC to ensure management of IT portfolios align with IT transition plans. The office also prepares business and technical analysis that identifies opportunities for shared services and emerging technologies, recommends initial budget and procurement actions, and collects OMB compliance data.

Enterprise Solutions leverage and optimize innovative information technology (IT) solutions to modernize and web-enable government services to eliminate redundant IT investments. These services also look for enterprise-wide procurements for improving the overall efficiency of IT resources through bulk buy hardware purchases, software, and licensing agreements. Finally they serve as the Public Key Infrastructure (PKI) PMO for the Department and coordinate all e-Government activities for the Department.

Capital Planning and Information Management

Resource Level: \$3,160,373 and 10 FTE

Capital Planning and Investment Control develops procedures and policies to manage Treasury's IT portfolio, collaborates with bureaus and partners with Enterprise Architecture so management of IT portfolios aligns with IT transition plans, evaluates progress of IT investments against transition plans and makes corresponding on-going recommendations for budget and procurement actions, and collects OMB compliance data.

Information Management implements the Office of the Chief Information Officer's (OCIO) statutory and regulatory programs which include Section 508 (accessibility), computer matching activities, forms management, Paperwork Reduction Act information collection activities, external directories, data mining, and information quality.

HSPD-12

Resource Level: \$17,257,073 and 13 FTE

Description: The HSPD-12 program provides guidance, coordination, management processes, technical coordination for personal identity verification, credential and access management compliance, and establishes the Identity and Access Management (IdAM) capabilities Treasury-wide.

2D – Other Management & CFO Programs

Financial Systems Integration

Resource Level: \$2,884,685 and 2 FTE

Description: The Financial Systems Integration program develops and maintains the Financial Analysis and Reporting System (FARS) which perform analysis and reporting functions for proprietary and budgetary accounting, management control, and audit follow-up. It ensures that FARS applications are enhanced to meet government-wide, departmental, and bureau data standards and reporting requirements. FARS applications include the Treasury Information Executive Repository, CFO Vision, and the Joint Audit Management Enterprise System.

Emergency Programs

Resource Level: \$3,667,269 and 8 FTE

Description: Emergency Programs ensures continuity of the Treasury Department's essential functions during disasters. The focus of the WCF funded component is the maintenance of facilities and communications between the Department of the Treasury's bureaus and senior officials in a state of emergency.

The staff administers and maintains the Treasury Emergency Management program. The program ensures that the Department of the Treasury is fully prepared for natural and man-made disasters by executing major operational items contained in *National Continuity Policy / National Security Presidential Directive 51 / Homeland Security Presidential Directive 20 (NSPD-51/HSPD-20); National Continuity Policy Implementation Plan; and FCD-1 and FCD-2* during White House or Department of Homeland Security sponsored Continuity of Operations activation and training scenarios.

Small and Disadvantaged Business Utilization

Resource Level: \$794,943 and 4 FTE

Description: The Office of Small and Disadvantaged Business Utilization advises the Secretary, Deputy Secretary, and Bureau Heads on small business policies and initiatives; training and advising small businesses on how to do business with the Department of the Treasury; and advising and training procurement officials on small business matters.

Procurement

Resource Level: \$893,124 and 2 FTEs

Description: The procurement program contributes to the governance decisions for Integrated Acquisition Environment (IAE) e-government systems and acts as the system administrator for five systems. The program administers access, passwords and user names, coordinates complaint resolution, and provides training for users; it manages the purchase card program and through career management initiatives ensures consistent application of federal acquisition workforce requirements across the bureaus. It includes Treasury's share of costs to maintain and develop government-wide IAE systems.

Government-wide Council Payments

Resource Level: \$496,359 and 0 FTE

Description: The Government-wide Council Payments support Treasury's participation in Government-wide Councils. These councils are: Chief Financial Officer's Council, Chief Information Officer's Council, Chief Acquisitions Officer's Council, Chief Human Capital Officer's Council and President's Management Council.

Treasury Operations Excellence

Resource Level: \$1,240,554 and 5 FTE

Description: Treasury Operations Excellence provides services to help Treasury use entrusted resources more effectively and efficiently. Areas of support include strategic development, organizational development & design, operational analysis, process development & improvement, project management, facilitation and consultation.

Privacy, Transparency, & Records

Resource Level: \$684,695 and 4 FTE

Description: Privacy Transparency & Records provides procedural and technical guidance and services to Treasury employees for information privacy and records management. The program develops strategies to implement these programs; works with

bureaus and offices to develop and apply technology; coordinates programs within the bureaus and oversight organizations; conducts and/or facilitates training; and provides advice and technical expertise across the Department.

Environment, Safety, and Health

Resource Level: \$993,950 and 2 FTE

Description: The Environmental Health and Safety program manages and maintains the Safety and Health Information Management System, which allows bureaus to track worker's compensation claim status and costs, and review data on injuries and illnesses to determine trends and identify possible prevention strategies.

Printing and Graphics Services

Resource Level: \$4,018,613 and 27 FTE

Description: The Printing and Graphics program provides contract printing services to Treasury bureaus, and assist customers in planning and designing printed publications. It coordinates all printing procurement activity with the Government Printing Office and worked to develop "term contracts" for specific product lines or product types. The program functions as a central point for all printing and digital duplicating requests to determine the most cost effective method of obtaining printed materials.

Printing and Graphics provides quick-turn-around digital printing of black and white and color copying, document scanning, and bindery services to Treasury bureaus. It provides a web-based, on-line print job submission and workflow automation system, via networked digital copiers, which offers customer convenience and reduced lead time.

Finally expert design services are provided to create and reproduce the highest quality digital graphics for presentations, special event displays, and print and electronic publications. Products include power point presentations, website design and web graphics, electronic (508 Compliant) files for posting to the Treasury website, color posters, laminated tags or credentials, tent cards, fabric banners, special event support requiring a consistent branding of an event or theme, on-site calligraphy services, and award-winning digital photographic services.

Communications, Information, and Locator Center

Resource Level: \$799,840 and 7 FTE

Description: The Communications, Information, and Locator Center program provides after hours executive telephone answering/messaging/ conferencing services; provides connectivity to employees home, cell, emergency contact, pager, blackberries and any available contact numbers on file; provides continuous communication services in an

emergency or crisis event; and maintains the Treasury employees' emergency after hour's locator information system.

2F – Support Services

Resource Level: \$8,694,837 and 19 FTE

Description: The Support Services program captures centralized administrative support costs for all WCF funded personnel that is not reflected in each WCF program's budget. It also captures the costs of the administrative personnel who serve the WCF programs in the following areas: legal counsel, financial management, facilities, personnel, procurement, and fund management.

2.1 – Funding Detail by Program

Dollars in Thousands

	FY 2010	FY 2011	FY 2012
	Initial	Initial Plan	Budget
Resources Available for Obligation	Plan	Estimate	Estimate
INTELLIGENCE & SECURITY			
Security Programs	\$1,294	\$806	\$811
Intelligence & Security (Total)	\$1,294	\$806	\$811
DAS, HUMAN RESOURCES/CHCO			
Human Capital Strategic Management	\$918	\$958	\$963
Civil Rights & Diversity	\$1,448	\$2,261	\$1,898
Human Resources (Total)	\$2,366	\$3,219	\$2,861
DAS, INFORMATION SYSTEMS & CIO			
ACIO HRConnect Operations & Maintenance	\$28,992	\$29,892	\$27,109
ACIO NFC Payroll/Employee Express	\$24,057	\$24,667	\$22,853
HR Connect (Subtotal)	\$53,049	\$54,559	\$49,962
CIO Resource Management 1/	\$3,209	\$0	\$0
ACIO Telecommunications	\$89,033	\$35,610	\$32,236
ACIO Cyber Security	\$1,503	\$1,197	\$1,201
ACIO E-Government	\$9,943	\$9,437	\$9,208
ACIO Capital Planning & Information Management	\$3,979	\$3,264	\$3,160
HSPD-12	\$18,738	\$17,865	\$17,257
Information Systems (Subtotal)	\$126,404	\$67,371	\$63,062
DAS, Information Systems (Total)	\$179,452	\$121,930	\$113,025
OTHER MANAGEMENT & CFO			
Financial Systems Integration	\$2,986	\$3,122	\$2,885
Emergency Programs	N/A	\$4,238	\$3,667
Small & Disadvantaged Business Utilization	\$780	\$791	\$795
Procurement Program	\$894	\$906	\$893
Government-wide Council Payments	\$483	\$490	\$496
Treasury Operations Excellence	\$1,500	\$1,678	\$1,241
Privacy, Transparency, & Records	\$700	\$710	\$685
Environment, Safety, & Health	\$970	\$984	\$994
Printing Procurement, Reproduction & Graphics Services	\$4,087	\$3,998	\$4,019
Communications, Information, & Locator Center	\$786	\$793	\$800
Headquarters Operations (Total)	\$16,922	\$17,710	\$16,474
Centralized Support Services	\$7,825	\$8,984	\$8,695
Grand Total	\$207,859	\$152,650	\$141,866

1/ Merged with Centralized Support Services in FY 2010.

*The decrease in ACIO Telecommunications funding level from FY 2010 to 2011 is primarily due to the elimination of the Treasury Communications System (TCS) program. Treasury's network is now funded outside of the Working Capital Fund.

2.2 – Full-Time Equivalents by Program

Dollars in Thousands

Federal & Contractor Staff	FY 2010		FY 2011		FY 2012	
	Initial Plan		Initial Plan		Budget	
	Fed.	Cont.	Fed.	Cont.	Fed.	Cont.
Intelligence & Security						
Security Programs	3	-	3	-	3	-
Intelligence & Security (Total)	3	-	3	-	3	-
DAS, HUMAN RESOURCES/CHCO						
Human Capital Strategic Management	5	-	5	-	5	-
Civil Rights & Diversity	9	-	10	-	10	-
Human Resources (Total)	14	-	15	-	15	-
DAS, INFORMATION SYSTEMS & CIO						
ACIO HRConnect Operations & Maintenance	36	25	38	25	38	25
ACIO NFC Payroll/Employee Express	16	-	16	-	16	-
HR Connect (Subtotal)	52	25	54	25	54	25
CIO Resource Management 1/	8	10	-	-	-	-
ACIO Telecommunications	25	175	24	57	24	57
ACIO Cyber Security - Information Security	6	-	6	-	6	-
ACIO E-Government	16	17	20	11	20	11
ACIO Capital Planning & Information Management	10	8	10	2	10	2
HSPD-12	14	-	13	-	13	-
Information Systems (Subtotal)	79	210	73	70	73	70
CIO/Information Systems (Total)	131	235	127	95	127	95
OTHER MANAGEMENT & CFO						
Financial Systems Integration	2	8	2	8	2	8
Emergency Programs	7	3	8	3	8	3
Small & Disadvantaged Business Utilization	4	-	4	-	4	-
Procurement Program	2	-	2	-	2	-
Government-wide Council Payments	-	-	-	-	-	-
Treasury Operations Excellence	2	-	5	-	5	-
Privacy, Transparency, & Records	4	-	4	-	4	-
Environment, Safety, & Health	2	-	2	-	2	-
Printing Procurement, Reproduction, & Graphics	28	1	27	1	27	1
Communications, Information, & Locator Center	7	-	7	-	7	-
Headquarters Operations (Total)	58	12	61	12	61	12
Centralized Support Services	22	3	19	5	19	5
Grand Total	228	250	225	112	225	112

1/ Merged with Centralized Support Services in FY 2010.

The Terms "Fed" and "Cont" in the column headers refers to "Federal Employees" and "Contractors," respectively.

2.3 – Funding Detail by Bureau

Dollars in Thousands

Resources Available for Obligation	FY 2010	FY 2011	FY 2012
	Initial Plan	Initial Plan Estimate	Budget Estimate
Alcohol & Tobacco Tax & Trade Bureau	\$1,492	\$850	\$825
Community Development Financial Institutions Fund	\$343	\$358	\$338
Departmental Offices (OTA)	\$81	\$84	\$85
Departmental Offices (S&E)	\$15,119	\$13,573	\$11,525
Departmental Offices (OFS)	\$672	\$711	\$663
Departmental Offices (DSCIP)	\$656	\$0	\$0
Financial Crimes Enforcement Network	\$1,566	\$507	\$490
Financial Management Service	\$6,128	\$6,095	\$5,767
Internal Revenue Service	\$156,509	\$105,460	\$98,911
Treasury Inspector General for Tax Administration	\$1,271	\$1,855	\$1,745
Office of the Inspector General	\$385	\$335	\$320
Special Inspector General for TARP	\$321	\$274	\$255
Bureau of the Public Debt	\$1,668	\$1,628	\$1,586
Subtotal (Treasury Appropriated Bureaus)	\$186,210	\$131,728	\$122,509
Comptroller of the Currency	\$5,037	\$5,272	\$4,633
DC Pensions	\$64	\$66	\$63
Departmental Offices (WCF)	\$170	\$169	\$166
Bureau of Engraving and Printing	\$4,763	\$4,496	\$4,188
Executive Office for Asset Forfeiture	\$70	\$34	\$32
Federal Financing Bank	\$33	\$29	\$27
Office of Thrift Supervision	\$1,749	\$1,740	\$1,685
FF - BPD Administrative Resource Center (ARC)	\$1,023	\$1,217	\$1,087
U.S. MINT	\$2,586	\$2,593	\$2,475
Subtotal (Treasury non-Appropriated Bureaus)	\$15,495	\$15,616	\$14,357
Alcohol, Tobacco, Firearms, & Explosives	\$1,289	\$1,196	\$1,234
Department of Commerce	\$0	\$356	\$0
DHS - U.S. Secret Service	\$1,524	\$1,407	\$1,440
General Accountability Office	\$1,777	\$624	\$659
Department of Housing and Urban Development	\$1,564	\$1,723	\$1,667
Subtotal (Non-Treasury)	\$6,153	\$5,306	\$5,000
Grand Total Financial Plan Requirements	\$207,859	\$152,650	\$141,866

Note: Non-Treasury customers purchase services from the HR Connect Program.

2.4 – Funding Detail by Operating Levels

Dollars in Thousands

Resources Available for Obligation	FY 2010	FY 2011	FY 2012
	Initial	Initial Plan	Budget
	Plan	Estimate	Estimate
Object Classification:			
11.1 Full-Time Permanent Positions	\$26,305	\$25,915	\$25,915
11.1 Other than Full-Time Permanent Positions	0	0	0
11.5 Other Personnel Compensation	544	615	615
11.8 Special Personal Services Payments	0	0	0
11.9 Personnel Compensation (Total)	\$26,849	\$26,531	\$26,531
12.0 Personnel Benefits	5,170	5,288	5,353
13.0 Benefits to Former Personnel	0	0	0
21.0 Travel	406	393	398
22.0 Transportation of Things	0	2	2
23.1 Rental Payments to GSA	0	0	0
23.2 Rent Payments to Others	0	0	0
23.3 Communications, Utilities, & Misc	3,590	4,373	4,435
24.0 Printing and Reproduction	75	54	55
25.1 Advisory & Assistance Services	0	0	0
25.2 Other Services	162,763	113,366	102,443
25.3 Purchase of Goods/Serv. from Govt. Accts	0	0	0
25.4 Operation & Maintenance of Facilities	0	0	0
25.5 Research & Development Contracts	0	0	0
25.6 Medical Care	0	0	0
25.7 Operation & Maintenance of Equipment	0	0	0
25.8 Subsistence & Support of Persons	0	0	0
26.0 Supplies and Materials	3,100	182	185
31.0 Equipment	5,906	2,461	2,464
32.0 Lands and Structures	0	0	0
33.0 Investments & Loans	0	0	0
41.0 Grants, Subsidies	0	0	0
42.0 Insurance Claims & Indemn	0	0	0
43.0 Interest and Dividends	0	0	0
44.0 Refunds	0	0	0
Total Budget Authority	\$207,859	\$152,650	\$141,866