

Office of the Secretary

Overview: The Office of the Secretary provides policy development and central supervisory and coordinated functions necessary for the overall planning and direction of the Department. The total request in 2003 of \$175 million is \$3 million, or 2 percent, less than in 2002.

OFFICE OF THE SECRETARY BUDGET (Dollars In Millions)

	2001 ^{2/} <u>Actual</u>	2002 ^{3/} <u>Enacted</u>	2003 ^{4/} <u>Request</u>
Salaries and Expenses	66	70	96
Planning, R & D	11	12	11
Civil Rights and MBRC	13	13	13
New HQs Building	0	0	25
Compensation for Air Carriers	5,000	0	0
Essential Air Service	<u>50</u>	<u>83</u>	<u>30</u>
TOTAL 1/	5,140	178	175

1/ Includes estimated accrual payments of \$3.2 million in FY 2001 and \$3.7 million in FY 2002 for civil service retirement and health benefits.

2/ \$50 million for the Essential Air Service program is financed from FAA Operations.

3/ An additional \$30 million for the Essential Air Service program is to be financed from prior-year fees.

4/ An additional \$83 million for the Essential Air Service program is to be financed from Airport Grants.

FY 2003 Budget

Salaries and Expenses: \$96.1 million is requested for 2003, including \$9 million to strengthen the management of the Department's large information technology investment portfolio, increase security of its information and technical infrastructure against cyberthreats, and improve the American public's access to information and services through electronic government; and \$5 million to begin the process of replacing the Department's aging personnel management and payroll system with a modern Human Resources Information System. The current personnel information system was developed in the early 1970's. A failure of this current system would force the return to largely manual operations. A permanent replacement is essential.

Planning, Research, and Development: \$10.8 million is requested for 2003, including \$5 million to develop and begin implementing a government-wide online rulemaking system that will provide one Internet access portal to all Federal regulatory material. The President's Management Council selected the Department of Transportation to lead the



implementation of FedDocket which builds on the success of the Department's current Docket Management System. FedDocket will put the ability to participate in the rulemaking process of the estimated 57 rulemaking agencies literally at anyone's fingertips, at anytime, and from anywhere.

Office of Civil Rights: The 2003 budget request includes \$9.2 million, to support internal and external civil rights and equal opportunity matters; support the Minority Serving Institutions student internship program; enforce Federal civil rights statutes; carry out special emphasis commemoration, hiring, reporting and diversity programs; implement executive orders; investigate EEO complaints, support the Disability Resource Center, support the Shared Neutrals Alternative Dispute Resolution Program; and oversee and coordinate equity programs throughout the Department.

Minority Business Resource Center (MBRC): \$3.9 million is requested for MBRC activities. \$0.9 million in Federal subsidy and administrative expenses will support an \$18 million short-term loan guarantee program to assist small, disadvantaged and women-owned transportation-related businesses; and \$3 million will fund the MBRC Outreach program, which includes a clearinghouse for national dissemination of information on transportation-related projects and grants to minority educational institutions.

Essential Air Service: \$113 million is requested for 2003, of which \$30 million is financed through aviation overflight fees and \$83 million from FAA's Airport Grant program. The budget proposes language to allow the Secretary flexibility to keep the program within that funding level. This change will enable more effective use of resources targeted to communities with the greatest need.

New Headquarters Building: \$25 million is being requested to finance the 2003 costs for the new Department of Transportation headquarters building. The goal is to consolidate the Department's headquarters operating functions into an efficient leased building in the District of Columbia.

Transportation Administrative Service Center: The Transportation Administrative Service Center (TASC) provides administrative services on a negotiated fee-for-service basis to the Department's operating administrations and other Government agencies.