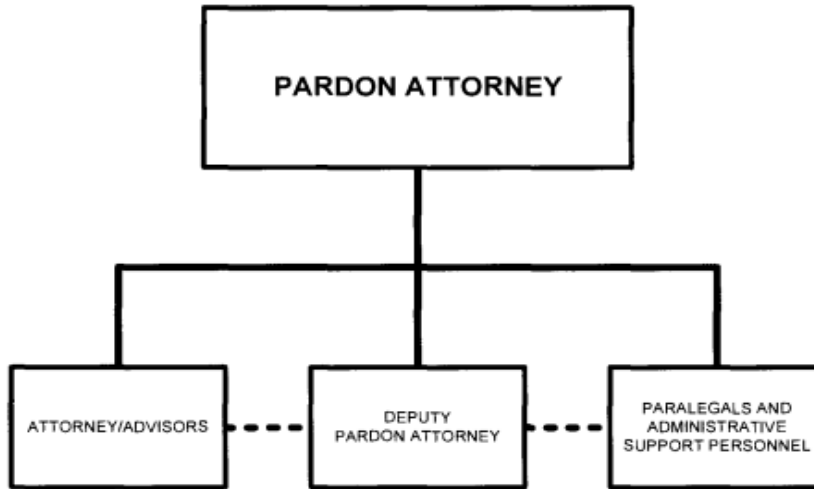


## OFFICE OF THE PARDON ATTORNEY

Rectangular Snip



Approved by:

ERIC H. HOLDER, JR.  
Attorney General

Date: 5/16/13

B. Summary of Requirements

## Summary of Requirements

Office of Pardon Attorney

Salaries and Expenses

(Dollars in Thousands)

	FY 2019 Request		
	Positions	Estimate FTE	Amount
<b>2017 Enacted 1/</b>	<b>19</b>	<b>20</b>	<b>4,496</b>
<b>Total 2017 Enacted</b>	<b>19</b>	<b>20</b>	<b>4,496</b>
<b>2018 Continuing Resolution</b>	<b>19</b>	<b>19</b>	<b>4,465</b>
<b>Technical Adjustments</b>			
CR Base Adjustment	0	0	495
<b>Total Technical Adjustments</b>	<b>0</b>	<b>0</b>	<b>495</b>
<b>Base Adjustments</b>			
Pay and Benefits	0	0	35
Domestic Rent and Facilities	0	0	20
Other Adjustments	0	0	-102
<b>Total Base Adjustments</b>	<b>0</b>	<b>0</b>	<b>-47</b>
<b>Total Technical and Base Adjustments</b>	<b>0</b>	<b>0</b>	<b>448</b>
<b>2019 Current Services</b>	<b>19</b>	<b>19</b>	<b>4,913</b>
<b>2019 Total Request</b>	<b>19</b>	<b>19</b>	<b>4,913</b>
2018 - 2019 Total Change	0	0	448

<sup>1/</sup> FY 2017 FTE is actual

B. Summary of Requirements

### Summary of Requirements

Office of Pardon Attorney  
Salaries and Expenses  
(Dollars in Thousands)

Program Activity	FY 2017 Enacted			FY 2018 Continuing Resolution			FY 2019 Technical and Base Adjustments			FY 2019 Current Services		
	Positions	Actual FTE	Amount	Positions	Est. FTE	Amount	Positions	Est. FTE	Amount	Positions	Est. FTE	Amount
Office of the Pardon Attorney	19	20	4,496	19	19	4,465	0	0	448	19	19	4,913
<b>Total Direct</b>	<b>19</b>	<b>20</b>	<b>4,496</b>	<b>19</b>	<b>19</b>	<b>4,465</b>	<b>0</b>	<b>0</b>	<b>448</b>	<b>19</b>	<b>19</b>	<b>4,913</b>
Balance Rescission			0			0			0			0
<b>Total Direct with Rescission</b>			<b>4,496</b>			<b>4,465</b>			<b>448</b>			<b>4,913</b>
Reimbursable FTE		0			0			0			0	
<b>Total Direct and Reimb. FTE</b>		<b>20</b>			<b>19</b>			<b>0</b>			<b>19</b>	
Other FTE:												
LEAP		0			0			0			0	
Overtime		0			0			0			0	
<b>Grand Total, FTE</b>		<b>20</b>			<b>19</b>			<b>0</b>			<b>19</b>	

Program Activity	2019 Increases			2019 Offsets			2019 Request		
	Positions	Est. FTE	Amount	Positions	Est. FTE	Amount	Positions	Est. FTE	Amount
Office of the Pardon Attorney	0	0	0	0	0	0	19	19	4,913
<b>Total Direct</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>19</b>	<b>19</b>	<b>4,913</b>
Balance Rescission			0			0			0
<b>Total Direct with Rescission</b>			<b>0</b>			<b>0</b>			<b>4,913</b>
Reimbursable FTE		0			0			0	
<b>Total Direct and Reimb. FTE</b>		<b>0</b>			<b>0</b>			<b>19</b>	
Other FTE:									
LEAP		0			0			0	
Overtime		0			0			0	
<b>Grand Total, FTE</b>		<b>0</b>			<b>0</b>			<b>19</b>	

Performance Materials will be provided at a later date.

### Justifications for Technical and Base Adjustments

Office of Pardon Attorney  
Salaries and Expenses  
(Dollars in Thousands)

	Positions	Estimate FTE	Amount
<b>Technical Adjustments</b>			
1 <b>CR Base Adjustment</b> Because no final 2018 appropriations bills have been enacted, this technical adjustment is to reflect the difference between the 2018 President's Budget and the annualized amounts provided in the Continuing Appropriations Act, 2018 (P.L. 115-56) (CR).	0	0	495
<b>Subtotal, Technical Adjustments</b>	<b>0</b>	<b>0</b>	<b>495</b>
<b>Pay and Benefits</b>			
1 <b>Annualization of 2018 Pay Raise</b> This pay annualization represents first quarter amounts (October through December) of the 2018 pay increase of 1.9 percent included in the 2018 President's Budget. The amount requested, \$38,000, represents the pay amounts for 1/4 of the fiscal year plus appropriate benefits (\$38,000 for pay and \$0 for benefits).	0	0	38
2 <b>Health Insurance</b> Effective January 2019, the component's contribution to Federal employees' health insurance increases by -2.3 percent. Applied against the 2018 estimate of \$146,000 the additional amount required is -\$3,000.	0	0	-3
<b>Subtotal, Pay and Benefits</b>	<b>0</b>	<b>0</b>	<b>35</b>
<b>Domestic Rent and Facilities</b>			
1 <b>GSA Rent</b> GSA will continue to charge rental rates that approximate those charged to commercial tenants for equivalent space and related services. The requested increase of \$20,000 is required to meet our commitment to GSA. The costs associated with GSA rent were derived through the use of an automated system, which uses the latest inventory data, including rate increases to be effective FY 2019 for each building currently occupied by Department of Justice components, as well as the costs of new space to be occupied.	0	0	20
<b>Subtotal, Domestic Rent and Facilities</b>	<b>0</b>	<b>0</b>	<b>20</b>
<b>Other Adjustments</b>			
1 <b>Administrative Savings</b> The budget consolidates position functions for certain offices, reducing positions and identifying cost savings.	0	0	-102
<b>Subtotal, Other Adjustments</b>	<b>0</b>	<b>0</b>	<b>-102</b>
<b>TOTAL DIRECT TECHNICAL and BASE ADJUSTMENTS</b>	<b>0</b>	<b>0</b>	<b>448</b>

### Crosswalk of 2017 Availability

Office of Pardon Attorney

Salaries and Expenses

(Dollars in Thousands)

Program Activity	FY 2017 Enacted			Reprogramming/Transfers			Carryover	Recoveries/ Refunds	FY 2017 Availability		
	Position s	Actual FTE	Amount	Position s	Actual FTE	Amount	Amount	Amount	Position s	Actual FTE	Amount
Office of the Pardon Attorney	19	20	4,496	0	0	0	0	0	19	20	4,496
<b>Total Direct</b>	<b>19</b>	<b>20</b>	<b>4,496</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>19</b>	<b>20</b>	<b>4,496</b>
Balance Rescission			0			0	0	0			0
Total Direct with Rescission			4,496			0	0	0			4,496
Reimbursable FTE		0			0					0	
Total Direct and Reimb. FTE		20			0					20	
Other FTE:											
LEAP FTE		0			0					0	
Overtime		0			0					0	
Grand Total, FTE		20			0					20	

**Reprogramming/Transfers:**

**Carryover:**

**Recoveries/Refunds:**

### Crosswalk of 2018 Availability

Office of Pardon Attorney

Salaries and Expenses

(Dollars in Thousands)

Program Activity	FY 2018 Continuing Resolution			Reprogramming/Transfers			Carryover	Recoveries/ Refunds	FY 2018 Availability		
	Position s	Est. FTE	Amount	Position s	Est. FTE	Amount	Amount	Amount	Position s	Est. FTE	Amount
Office of the Pardon Attorney	19	19	4,465	0	0	0	0	0	19	19	4,465
<b>Total Direct</b>	<b>19</b>	<b>19</b>	<b>4,465</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>19</b>	<b>19</b>	<b>4,465</b>
Balance Rescission			0			0	0	0			0
Total Direct with Rescission			4,465			0	0	0			4,465
Reimbursable FTE		0			0					0	
Total Direct and Reimb. FTE		19			0					19	
Other FTE:											
LEAP FTE		0			0					0	
Overtime		0			0					0	
Grand Total, FTE		19			0					19	

**Reprogramming/Transfers:**

**Carryover:**

**Recoveries/Refunds:**

**Detail of Permanent Positions by Category**

Office of Pardon Attorney  
 Salaries and Expenses  
 (Dollars in Thousands)

Category	FY 2017 Enacted		FY 2018 Continuing Resolution		FY 2019 Request				
	Direct Pos.	Reimb. Pos.	Direct Pos.	Reimb. Pos.	ATBs	Program Increases	Program Offsets	Total Direct Pos.	Total Reimb. Pos.
Clerical and Office Services (0300-0399)	2	0	2	0	0	0	0	2	0
Misc Admin & Prog (0301)	0	0	0	0	0	0	0	0	0
Paralegals / Other Law (900-998)	4	0	6	0	0	0	0	6	0
Attorneys (905)	13	0	11	0	0	0	0	11	0
<b>Total</b>	<b>19</b>	<b>0</b>	<b>19</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>19</b>	<b>0</b>
Headquarters Washington D.C.	19	0	19	0	0	0	0	19	0
US Fields	0	0	0	0	0	0	0	0	0
Foreign Field	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>19</b>	<b>0</b>	<b>19</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>19</b>	<b>0</b>



### Summary of Requirements by Object Class

Office of Pardon Attorney  
Salaries and Expenses  
(Dollars in Thousands)

Object Class	FY 2017 Actual		FY 2018 Continuing		FY 2019 Request		Increase/Decrease	
	Act. FTE	Amount	Resolution		Direct FTE	Amount	Direct FTE	Amount
			Direct FTE	Amount				
11.1 - Full-time permanent	20	1,700	19	2,117	19	2,199	0	82
11.3 - Other than full-time permanent	0	374	0	374	0	374	0	0
11.5 - Other personnel compensation	0	24	0	24	0	24	0	0
<i>Overtime</i>	0	0	0	0	0	0	0	0
<i>Other Compensation</i>	0	0	0	0	0	0	0	0
11.8 - Special personal services payments	0	147	0	147	0	147	0	0
<b>Total</b>	<b>20</b>	<b>2,245</b>	<b>19</b>	<b>2,662</b>	<b>19</b>	<b>2,744</b>	<b>0</b>	<b>82</b>
<b>Other Object Classes</b>								
12.1 - Civilian personnel benefits		563		715		628	0	-87
21.0 - Travel and transportation of persons		53		0		0	0	0
22.0 - Transportation of things		11		0		0	0	0
23.1 - Rental payments to GSA		419		709		734	0	25
23.2 - Rental payments to others		0		6		0	0	-6
23.3 - Communications, utilities, and miscellaneous charges		160		123		190	0	67
24.0 - Printing and reproduction		5		10		5	0	-5
25.1 - Advisory and assistance services		161		5		161	0	156
25.2 - Other services from non-federal sources		58		5		58	0	53
25.3 - Other goods and services from federal sources		0		100		275	0	175
25.4 - Operation and maintenance of facilities		0		75		72	0	-3
25.6 - Medical care		3		0		3	0	3
25.7 - Operation and maintenance of equipment		23		40		23	0	-17
26.0 - Supplies and materials		25		10		10	0	0
31.0 - Equipment		26		5		10	0	5
32.0 - Land and structures		25		0		0	0	0
<b>Total Obligations</b>		<b>3,777</b>		<b>4,465</b>		<b>4,913</b>	<b>0</b>	<b>448</b>
<b>Net of:</b>								
Unobligated Balance, Start-of-Year		0		0		0	0	0
Transfers/Reprogramming		0		0		0	0	0
Recoveries/Refunds		0		0		0	0	0
Balance Rescission		0		0		0	0	0
Unobligated End-of-Year, Available		0		0		0	0	0
Unobligated End-of-Year, Expiring		719		0		0	0	0
<b>Total Direct Requirements</b>		<b>4,496</b>		<b>4,465</b>		<b>4,913</b>		<b>448</b>
Reimbursable FTE								
Full-Time Permanent	0		0		0		0	0