

**U.S. Department of Justice**

**FY 2013 PERFORMANCE BUDGET  
Congressional Submission**

**United States Parole Commission**



**February 2012**

## Table of Contents

	Page
<b>I. Overview .....</b>	<b>3</b>
<b>II. Summary of Program Changes .....</b>	<b>8</b>
<b>III. Appropriation Language and Analysis of Appropriation Language.....</b>	<b>9</b>
<b>IV. Decision Unit Justification .....</b>	<b>10</b>
<b>V. Program Increases by Item (Not Applicable)</b>	
<b>VI. Program Offsets by Item .....</b>	<b>18</b>
<b>VII. Exhibits</b>	
A. Organizational Chart	
B. Summary of Requirements	
C. Program Increases/Offsets by Decision Unit	
D. Resources by DOJ Strategic Goal/Objective	
E. Justification for Base Adjustments	
F. Crosswalk of 2011 Availability	
G. Crosswalk of 2012 Availability	
H. Summary of Reimbursable Resources	
I. Detail of Permanent Positions by Category	
J. Financial Analysis of Program Changes	
K. Summary of Requirements by Grade	
L. Summary of Requirements by Object Class	
M. Status of Congressionally Requested Studies, Reports, and Evaluations	

# **I. Overview for the U.S. Parole Commission**

## **1. Introduction**

In FY 2013, the President's Budget includes a total of \$12,772,000, 85 positions (7 attorneys) and 84 FTE for the U.S. Parole Commission (USPC). This request includes a reduction of three FTEs and total program changes of -\$1,006,000.

Note that USPC is not requesting any enhancements for information technology (IT), although the request includes \$1,031,000, 7 FTE, and 7 positions for IT activities.

Electronic Copies of the Department of Justice's Congressional Budget Justifications and Capital Asset Plan and Business Case exhibits can be viewed or downloaded from the Internet using the Internet address: <http://www.justice.gov/02organizations/bpp.htm/>.

## **2. Background**

### **Mission**

The mission of the U.S. Parole Commission is to promote public safety and strive for justice and fairness in the exercise of its authority to release, revoke and supervise offenders under its jurisdiction.

### **Jurisdiction**

The U.S. Parole Commission has jurisdiction over the following types of cases:

All Federal Offenders who committed an offense before November 1, 1987;

All District of Columbia Code Offenders;

Uniform Code of Military Justice Offenders who are confined in a Bureau of Prisons' institution;

Transfer Treaty cases (U.S. citizens convicted in foreign countries, who have elected to serve their sentence in this country); and,

State Probationers and Parolees in the Federal Witness Protection Program.

In all of these cases, the Parole Commission has the responsibility for:

- making determinations regarding the initial conditions of supervision;
- modification of the conditions of supervision for changed circumstances;
- early discharge from supervision, issuance of a warrant or summons for violation of the conditions of supervision; and,
- revocation of release for such offenders released on parole or mandatory release supervision.

**Federal Offenders** (offenses committed before November 1, 1987): The Parole Commission has the responsibility for granting or denying parole to federal offenders who committed their offenses before November 1, 1987 and who are not otherwise ineligible for parole. Supervision in the community is provided by U.S. Probation Officers.

**District of Columbia Code Offenders:** The Parole Commission has the responsibility for granting or denying parole to D.C. Code offenders who committed their offenses before August 5, 2000, and who are not otherwise ineligible for parole. Supervision in the community is provided by Supervision Officers of the Court Services and Offender Supervision Agency (CSOSA) of the District of Columbia and U.S. Probation Officers.

**Uniform Code of Military Justice Offenders:** The Parole Commission has the responsibility for granting or denying parole to parole-eligible Uniform Code of Military Justice offenders who are serving a sentence in a Bureau of Prisons institution. Supervision in the community for military parolees is provided by U.S. Probation Officers.

**Transfer-Treaty Cases:** The Parole Commission has the responsibility for conducting hearings and setting release dates for U.S. citizens who are serving prison terms imposed by foreign countries and who, pursuant to treaty, have elected to be transferred to the United States for service of that sentence. The Parole Commission applies the federal sentencing guidelines promulgated by the U.S. Sentencing Commission in determining the time to be served in prison before release for offenders who committed their offenses after October 31, 1987. For those offenders who committed their offenses before November 1, 1987, the U.S. Parole Commission applies the parole guidelines that are used for parole-eligible federal and military offenders.

**State Probationers and Parolees in Federal Witness Protection Program:** In addition to its general responsibilities, the Parole Commission is also responsible for the revocation of release for certain state probationers and parolees who have been placed in the federal witness protection program. Supervision in the community is provided by United States Probation Officers.

### **Organizational Structure**

- **The Chairman and Commissioners** render decisions in National Appeals Board cases; create and maintain a national parole policy; grant or deny parole to all eligible federal and District of Columbia prisoners; establish conditions of release; modify parole conditions and/or revoke the parole or mandatory/supervised releases of offenders who have violated the conditions of supervision; and administer the USPC crime victim notification program.
- **The Executive Office** provides management and advisory services to the Chairman, Commissioners, management officials, and staff in the areas of human resources management, employee development and training; budget and financial management; contracts and procurement; facilities and property management; telecommunications; security; and all matters pertaining to organization, management, and administration.

- **The Office of Case Operations** conducts parole hearings with federal and D.C. prisoners and parole revocation hearings with parole violators; and plans and schedules parole hearing dockets.
- **The Office of Case Services** monitors the progress of prisoners and parolees through pre-release and post-release; prepares and issues warrants and warrant supplements; drafts letters of reprimand; requests and analyzes preliminary interviews; and issues parole certificates.
- **The Office of Information Technology** is responsible for delivering and supporting information technology systems and services; maintaining and reporting statistical workload data; and administering the records management program.
- **The Office of the General Counsel** advises the Commissioners and staff on interpretation of the agency's enabling statutes; drafts implementing rules and regulations; and assists U.S. Attorney's Offices in defending the Commission against lawsuits brought by prisoners and parolees. The office also oversees responses to requests submitted under the Freedom of Information Act and Privacy Act.

### 3. Challenges

The Parole Commission has the authority to make decisions regarding federal (including military, Foreign Treaty and Witness Protection Program) and District of Columbia offenders who are candidates for parole consideration, parolees released from prison to the community, and District of Columbia offenders serving a term of supervised release. The Parole Commission (1) provides services and programs to facilitate inmates' successful reintegration into society, consistent with community expectations and standards; (2) supervises, revokes, and releases federal and District of Columbia offenders; (3) establishes and applies sanctions that are consistent with public safety and the appropriate punishment for crimes involving sex offenders, gangs, crimes of violence with firearms, and domestic violence; (4) establishes and implements guidelines to reduce recidivism; and (5) works collaboratively with the Court Services and Offender Supervision Agency (CSOSA), the Federal Prison System, the U.S. Marshals, the U.S. Attorneys Office (USA), the U.S. Probation Office (USPO), Public Defender Services (PDS), the D.C. Metropolitan Police Department, the D.C. Superior Court, and others to facilitate strategies that support anti-recidivism programs.

The following is a brief summary of the role USPC plays in supporting the Department of Justice's Strategic Goal 3.

#### **Strategic Goal 3: Ensure and Support the Fair, Impartial, Efficient, and Transparent Administration of Justice at the Federal, State, Local, Tribal, and International Levels**

**Strategic objective 3.3** – Provide for the safe, secure, humane, and cost-effective confinement of detainees awaiting trial and/or sentencing, and those in the custody of the federal prison system.

- Develop and implement enhanced strategies to evaluate reentry and supervision that will ensure community safety, reduce serious violent crime, and reduce recidivism.

- Establish short term intervention sanctions for administrative violators.
- Establish and implement guidelines to reduce recidivism.
- Enhance current sanctions and develop new alternatives to incarceration to reduce recidivism for low-risk, non-violent offenders, such as the Reprimand Sanction Hearings, Short-term Intervention for Success, and Mental Health Sanction Hearings.
- Establish conditions of release. Develop risk assessment instruments and guidelines to identify high risk offenders to require intense supervision sanctions to reduce the changes of recidivism. The Parole Commission targets those offenders involved in gang activity, sex offenses, gun-related offenses, and domestic violence.
- Issue warrants in a timely fashion to remove violent offenders from the community.
- D.C. Jail and Corrections: Develop new procedures for conducting probable cause and revocation hearings for Technical Parole Violators.
- Build a collaborative community approach to assisting victims and witnesses. Enhance decision-making through cooperation with external partners in criminal justice to ensure that the victim’s input is considered prior to a decision. Develop policies and procedures to incorporate video conferencing for victim and witness input.

#### 4. Full Program Costs

The FY 2013 budget request for USPC is \$12,772,000, 85 full time permanent positions (including 7 attorneys) and 84 workyears. USPC’s budget is integrated with its own priorities as well as the Department’s Strategic Goals and Objectives, and therefore each performance objective is linked with the costs of critical strategic actions.

	<u>Positions</u>	<u>Workyears</u>	<u>Amount (\$000s)</u>
FY 2011 Appropriation	85	87	12,833
FY 2012 President’s Budget	85	87	12,833
FY 2013 Adjustments-to-base			945
FY 2013 Program Change		-3	-1,006
	<hr/>	<hr/>	<hr/>
	85	84	12,772

USPC’S budget is integrated with its own priorities as well as the Department’s Strategic Goals and Objectives. The total costs include the following:

- The direct costs of all outputs
- Indirect costs
- Common administrative systems

The performance and resource tables define the total costs of achieving the strategies the USPC will implement in FY 2013. The various resource and performance charts incorporate the costs of lower level strategies which also contribute to achievement of objectives, but which may not be highlighted in detail in order to provide a concise narrative. Also included are the indirect costs of continuing activities, which are central to the USPC’s operations.

## 5. Performance Challenges

The challenges that impede progress towards achievement of agency goals are complex and ever changing.

**External Challenges:** There are many external challenges, outside of its control, that the USPC has to address to be successful in meeting its goals. A major task before the Parole Commission is to take immediate action on violent offenders, while reducing recidivism rates for low-risk, non-violent offenders. While the Parole Commission's workload depends heavily on the activities of its criminal justice partners, it has developed programs to reduce recidivism, reduce prison overcrowding, reduce violent crime, and promote the public's safety.

**Internal Challenges:** The USPC faces two significant internal challenges in the years ahead, one dealing with its aging workforce and the other with technology. Both challenges are intertwined and will require creative and resourceful solutions.

As is the case with most Federal agencies, the USPC's workforce is aging and, as such, employee retirements will result in the need to recruit and retain replacement workers. The Commission expects up to 20, or almost a quarter, of its employees to be eligible for retirement within the next five years. With the upcoming retirements and staff reductions, the expertise of the staff becomes a challenge. The caseload challenges are increasing, especially in the areas of mental health and sex offenses. As a result, the number of offenders with mental health and sex disorders is increasing. The staff must have the expertise to evaluate them and set conditions of supervision that adequately address these disorders. This is especially challenging because of USPC's small size. Innovation and creative, more flexible, recruitment options will have to be employed to meet this challenge.

A somewhat related, and pressing second challenge is the Commission's need to expand its paperless process and take full advantage of technological innovation, especially in light of a potential "brain drain" over the next five years. In preparation for this eventuality, the Commission is pressing ahead with implementation of its Offender Management System (OMS), albeit with a more measured approach because of budget constraints. Moving to a paperless process will require sensitivity to a number of issues, including: access to case files; the need to meet statutory deadlines; the need to capture more reliable data; security concerns; working with multiple stakeholders, such as BOP, CSOSA, USPO, USA, and PDS; continuity of operation; and finally, having remote access at hearings.

## II. Summary of Program Changes

Item Name	Description				Page
		Pos.	FTE	Dollars (\$000)	
Program Offset – IT Savings	Reduction in direct non-personnel IT spending generated through improved IT contract collaboration within DOJ.	0	0	(6)	19
Program Offset – Administrative Efficiencies	Administrative savings accrued from reduced expenditures for personnel, contract, equipment and supplies.	0	(3)	(1,000)	21



### **III. Appropriation Language and Analysis of Appropriations Language**

The 2013 Budget request includes proposed changes in the appropriations language listed and explained below. New language is *italicized and underlined*, and language proposed for deletion is bracketed.

#### United States Parole Commission Salaries and Expenses

For necessary expenses of the United States Parole Commission as authorized, [\$12,833,000] *\$12,772,000*. (Department of Justice Appropriations Act, 2012.)

#### **Analysis of Appropriation Language**

No substantive changes proposed.

## IV. Decision Unit Justification

### A. United States Parole Commission

U.S. Parole Commission Total	Perm. Pos.	FTE	Amount
2011 Enacted	85	87	12,833,000
2012 Enacted	85	87	12,833,000
Adjustment to Base and Technical Adjustments	0	0	945,000
2013 Current Services	85	87	13,778,000
2013 Program Offsets	0	(3)	(1,006,000)
2013 Request	85	84	12,772,000
<b>Total Change 2012-2013</b>	<b>0</b>	<b>0</b>	<b>(61,000)</b>

#### 1. Program Description

The U.S. Parole Commission makes parole release decisions for eligible federal and District of Columbia (D.C.) prisoners, determines the conditions of parole or supervised release, issues warrants and revokes parole and supervised release for violation of the conditions of release. The Parole Commission contributes to the Department's priority of ensuring public safety through (1) seeking to reduce prison overcrowding through lower recidivism rates, (2) implementing new revocation guidelines, (3) taking swift and immediate action toward preventing high risk behaviors of violent offenders, and (4) expanding alternatives to incarceration for low-risk, non-violent offenders.

#### Responsibilities

- Issue warrants for violation of supervision
- Determine probable cause for revocation process
- Make parole release decisions
- Authorize method of release and the condition under which release occurs
- Prescribe, modify and monitor compliance with the terms and conditions governing offender's behavior while on parole or mandatory or supervised release
- Revocation of parole, mandatory or supervised release of offenders
- Release from supervision those offenders who no longer pose a risk to public safety
- Promulgate rules, regulations, and guidelines for the exercise of its authority and the implementation of a national parole policy.

**Parole Guidelines:** Parole guidelines structure incarceration and release decision-making and are built around a two-dimensional matrix that considers offense severity and offender risk. For each combination of offense severity and risk, the guidelines indicate a range of time to be served. The Parole Commission may release outside the guideline range if it determines there is good cause for doing so. Inmates are furnished a written notice stating the reason(s) for the Parole Commission's determination and a summary of the information relied upon.

**Anti-recidivism Efforts:** The Parole Commission continues to work with its criminal justice partners to increase the number of low-risk offenders referred to the Secured Residential

Treatment and Residential Substance Abuse Treatment Program in the District of Columbia. An overwhelming majority of offenders violate the conditions of their release on parole or supervised release because of a non-criminal violation related to the use of drugs or failure to participate in treatment for drug use, drug testing, or drug treatment. Increasing the participation in these programs will likely improve the chances that a low-risk offender won't return to prison, thereby reducing the American taxpayer's cost to house these offenders.

In addition, the expansion of the Reprimand Sanction Hearings Program to increase the number of offenders referred to the Parole Commission for violating the administrative conditions of their release will prevent many offenders from returning to prison. The USPC also initiated a "Notice to Appear Project," increasing the use of the summons to target non-violent offenders who do not pose a danger to the community and are likely to appear. We expect the Notice to Appear Project to reduce hardship on offenders and their family by allowing them to remain in the community pending revocation proceedings as well as reduce the overall time in custody. The hope is that this effort will provide an opportunity for offenders to return to compliant behavior. USPC has also initiated a pilot program, Short-term Intervention for Success, to provide significantly shorter terms of incarceration in order to gain the offender's cooperation as a partner for success by remaining crime free to successfully complete their term of supervision.

With the rise of the number of mentally ill persons appearing before the Parole Commission in revocation hearings, a project to establish a Mental Health hearing docket is underway. USPC must address non-compliance, determine sanctions that would allow the offender to remain in the community under supervision, and work collectively with criminal justice partners to ensure that an agreed upon case plan would be followed.

Finally, the Parole Commission continues to develop and implement enhanced strategies to evaluate reentry and supervision that will ensure community safety, reduce serious violent crime, and reduce recidivism. As emphasized in previous budget justifications, a special focus will be placed on those offenders involved in sex offenses, domestic violence, gang affiliation, child abuse, and firearms offenses.

In FY 2011, the average cost for the Bureau of Prisons to confine an inmate was about \$29,000 annually. Based on this figure and the Parole Commission's projection that nearly 300 offenders annually can be diverted from lengthy stays in federal prisons, the American taxpayer can avoid almost \$9 million in prison costs each year by promoting alternatives to incarceration and reducing recidivism. The additional benefits increase dramatically when one considers that those returned to the community will find work and become tax-paying citizens, adding to the coffers of the U.S. Treasury.

The Parole Commission continues to support the Second Chance Act of 2007 objective to ensure the safe and successful return of prisoners to the community. The Administration has continued to invest in new strategies and policies in accordance with the Act. The first stated purpose of the Act is: "...to break the cycle of criminal recidivism, increase public safety, and help states, local units of government, and Indian Tribes, better address the growing population of criminal offenders who return to their communities and commit new crimes..." The nation's current constrained fiscal situation demands that we try new cost-effective approaches to reducing

recidivism, thereby reducing taxpayer costs while simultaneously enhancing public safety. Our core mission supports that philosophy, which continues to be an Administration priority.

1. PERFORMANCE AND RESOURCES TABLE																
Decision Unit: U.S. Parole Commission																
WORKLOAD/ RESOURCES		Final Target			Projected Actual			Projected			Changes			Requested (Total)		
		FY 2011			FY 2011			FY 2012 Current Rate			Current Services Adjustments and FY 2013 Program Change			FY 2013 Request		
Total Costs and FTE		FTE		\$0	FTE		\$000	FTE		\$000	FTE		\$000	FTE		\$000
		87		12,833	87		12,833	87		12,833	-3		-61	84	0	12,772
TYPE/ STRATEGIC OBJECTIVE	PERFORMANCE															
Program Activity	U.S. Parole Commission															
Performance Measure	Warrants		1,400			2,494			2,000			-				2,000
Performance Measure	Appeals		160			206			160			-				160
Performance Measure	Parole Hearings		2,100			2,277			2,000			-				2,000
Performance Measure	Revocation Hearings		1,000			1,555			1,200			-				1,200
Performance Measure	Supervised Release		1,200			1,878			1,500			-				1,500

<b>PERFORMANCE MEASURE TABLE</b>						
<b>Decision Unit: U.S. Parole Commission</b>						
		<b>FY 2010</b>	<b>FY 2011</b>		<b>FY 2012</b>	<b>FY 2013</b>
<b>Performance Report and Performance Plan Targets</b>		Actual	Target	Actual	Target	Target
<b>Performance Measure</b>	Warrants	2,352	1,400	2,494	2,000	2,000
<b>Performance Measure</b>	Appeals	165	160	206	160	160
<b>Performance Measure</b>	Parole Hearings	2,194	2,100	2,277	2,000	2,000
<b>Performance Measure</b>	Revocation Hearings	1,285	1,000	1,555	1,200	1,200
<b>Performance Measure</b>	Supervised Release	1,639	1,200	1,878	1,500	1,500

## 2. Performance, Resources and Strategies

The USPC contributes to the Department's Strategic Goal 3: Ensure and Support the Fair, Impartial, Efficient, and Transparent Administration of Justice at the Federal, State, Local, Tribal, and International Levels. Within this Goal, USPC's resources specifically address one of the Department's Strategic Objectives: 3.3 – provide for the safe, secure, humane, and cost-effective confinement of detainees awaiting trial and/or sentencing, and those in the custody of the federal prison system.

The USPC has developed programs to reduce recidivism, reduce prison overcrowding, reduce violent crime, and promote the public's safety. It complements the Department's efforts to reduce rates of recidivism among Federal and District of Columbia (D.C.) offenders and supports Departmental priorities, including:

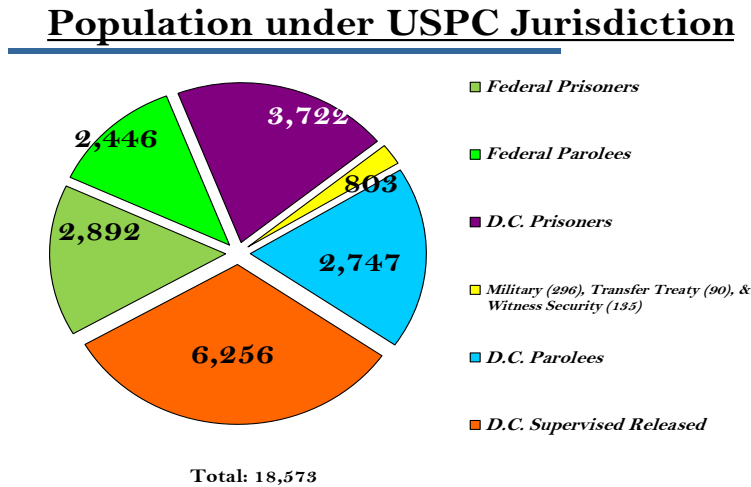
- Reducing prison overcrowding
  - Reduce escalating and crippling costs for the federal and D.C. governments to house offenders while waiting for delayed hearings and stays of release, as well as untimely incarceration decisions
- Lowering recidivism rates
  - Greater emphasis on reentry strategies, such as substance abuse, mental health, housing, and employment
  - Measuring the effectiveness of the conditions imposed on offenders in the community
  - Establish graduated sanctions that permit the Parole Commission to address non-compliant behavior without returning the offender to prison
- Promoting alternatives to incarceration
  - Identifying and implementing directives and/or special conditions to assist offenders in maintaining success under supervision
  - Developing and implementing a program to send offenders to treatment programs
  - Establish graduated sanctions that permit the Parole Commission to address non-compliant behavior without returning the offender to prison
- Reducing violent crime, especially crime perpetuated with guns or by gangs
  - Significantly reduce delays in the issuance of warrants needed to apprehend violent offenders
  - Sharing information and collaborating with other federal, state, and local law enforcement partners

### a. Changes in Population and Workload

The major task before the Parole Commission is to take immediate action on violent offenders, while reducing recidivism rates for low-risk, non-violent offenders by implementing new revocation guidelines and establishing alternatives to incarceration. In FY 2011, the Parole Commission's total prisoner and parolee population, federal and D.C., including D.C. supervised

releases, was approximately 18,573. The D.C. population under the Parole Commission’s jurisdiction was 12,725, including 3,722 prisoners and 9,003 parolees and supervised releases. The remaining 5,848 individuals consist of federal offenders (including federal prisoners, parolees, transfer treaty, and military justice offenders) and state probationers and parolees in the Federal Witness Protection Program.

The following chart describes the FY 2011 population under USPC’s jurisdiction, as of February 2012:



Much of the D.C. caseload is driven by requests for warrants as a result of violations of the terms and conditions of parole. In contrast to the federal system where the parole failure rate is about 20 percent, D.C. offenders have a parole failure rate of around 84 percent. When a warrant is issued, a request for a preliminary interview follows, and a hearing follows.

Local revocation hearings are held at facilities in the locality where a parolee has been arrested, and they require much more work because the hearings are adversarial. An offender may contest the charges and is entitled to representation by an attorney, along with the ability to call witnesses. Additionally, these hearings are more costly to the Parole Commission, because they often involve travel to a remote location, where the examiner is only able to handle a particular case. In an institutional hearing, the parolee has admitted to the charges or been convicted of new criminal activity, and the issues to be heard involve the degree of responsibility and the length of additional incarceration. Institutional hearings are less costly, because the examiner can handle several cases during one docket. The Parole Commission has determined that local revocations are about 2-3 times as labor intensive as institutional hearings.

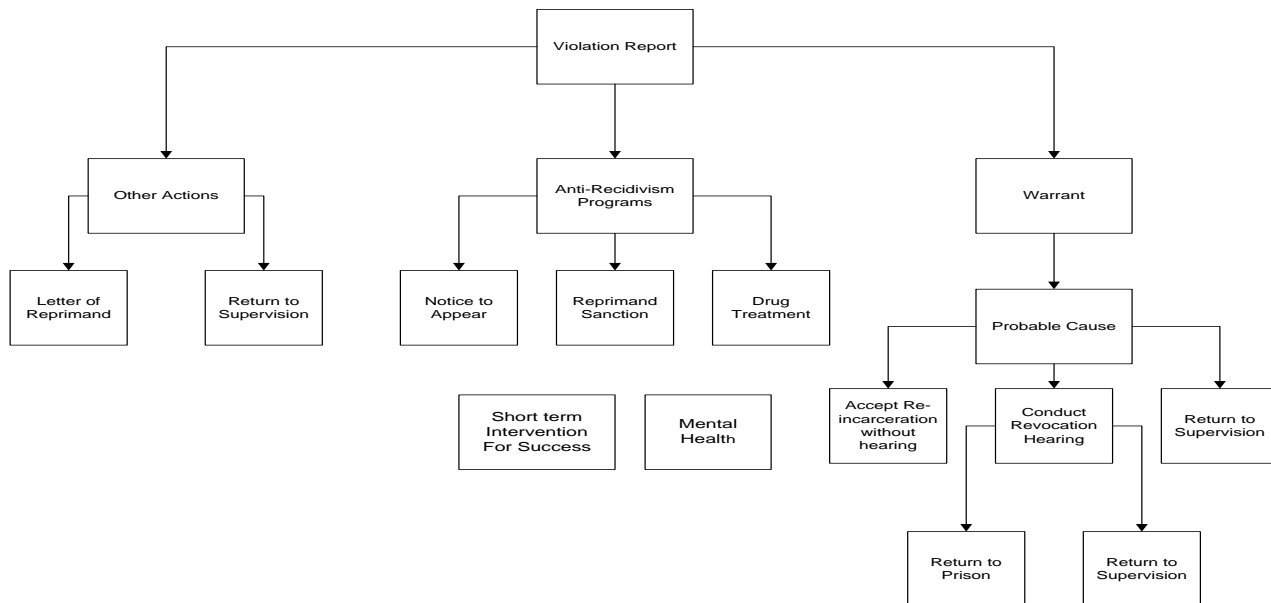
**b. Performance Plan and Strategies to Accomplish Outcomes**

The USPC continues to collaborate with CSOSA to develop new performance measures that will identify the effectiveness of the Parole Commission’s strategy to reduce recidivism.

In its effort to reduce recidivism, the Parole Commission has developed graduated sanctions to address non-compliant behavior thereby reducing the number of low-risk, non-violent offenders



returning to prison. The flow chart below displays the process the Parole Commission follows after it receives a violation report and determines the best approach for a particular offender:



One major goal of the Parole Commission is to issue warrants for those that willfully violate the conditions of their release and for those with the most egregious behavior, typically tied to violence, child abuse, sex offenses, etc. This approach will keep our communities safe while also returning the more productive, low-risk offenders back to the community in a timely and cost efficient manner. The long-term goals and outcomes USPC plans to track include:

- the percentage of low-risk, non-violent cases that are provided drug treatment, quick hits, and warnings instead of incarceration,
- the percentage of offenders with low-level violations offered reduced sentences without a hearing, and
- the percentage of warrants approved and issued for offenders violating their conditions of release while under USPC supervision in the community.

For low-risk non-violent offenders, the USPC is pursuing a strategy focused on increasing the number of low-risk offenders returned to supervision rather than being subjected to a probable cause hearing, which would likely result in a revocation of parole and a return to prison. The key programs in reducing the rate of recidivism include:

- the use of a notice ordering the appearance of an offender under supervision in the community to appear at a revocation hearing,
- the use of reprimand sanctions hearings to confront an offender to address non-compliant behavior and to make a commitment to make positive behavioral changes, thus complying with the conditions of release,
- the use of drug treatment centers to address an offender’s drug abuse problem thereby reducing the chance of returning to prison, and
- the use of mental health sanction hearings to address non-compliant behavior, determine sanctions and develop a case plan that allows the offender to remain in the community.

**V. Program Increases by Item (Not Applicable)**

**VI. Program Offsets by Item**

**Item Name:** **Information Technology (IT) Savings**

Budget Decision Unit(s): USPC

Strategic Goal(s) & Objective(s): Ensure and Support the Fair, Impartial, Efficient, and Transparent Administration of Justice at the Federal, State, Local, Tribal, and International Levels

Organizational Program: United States Parole Commission

Component Ranking of Item: 1

Program Reduction: Positions **0** Agt/Atty **0** FTE **0** Dollars **(\$6,000)**

Description of Item

As part of its effort to increase IT management efficiency and comply with OMB's direction to reform IT management activities, the Department is implementing a cost saving initiative as well as IT transformation projects. To support cost savings, the Department is developing an infrastructure to enable DOJ components to better collaborate on IT contracting; which should result in lower IT expenditures. In FY 2013 the Department anticipates realizing savings on all direct non-personnel IT spending through IT contracting collaboration. These savings will not only support greater management efficiency within components but will also support OMB's IT Reform plan by providing resources to support major initiatives in Cybersecurity, data center consolidation, and enterprise e-mail systems. The savings will also support other Department priorities in the FY 2013 request. The offset to support these initiatives for the USPC is \$6,000.

## Funding

### Base Funding

FY 2011 Enacted (w/rescissions)				FY 2012 Current Rate				FY 2013 Current Services			
Pos	Atty	FTE	\$(000)	Pos	Atty	FTE	\$(000)	Pos	Atty	FTE	\$(000)
0	0	0	305	0	0	0	305	0	0	0	305

### Non-Personnel Reduction Cost Summary

Non-Personnel Item	Unit	Quantity	FY 2013 Request (\$000)	FY 2014 Net Annualization (change from 2012) (\$000)	FY 2015 Net Annualization (change from 2013) (\$000)
Total Non-Personnel	n/a	n/a	(6)	0	0

### Total Request for this Item

	Pos	Atty	FTE	Personnel (\$000)	Non-Personnel (\$000)	Total (\$000)	FY 2014 Net Annualization (change from 2012) (\$000)	FY 2015 Net Annualization (change from 2013) (\$000)
Current Services	0	0	0	0	305	305	0	0
Decreases	0	0	0	0	(6)	(6)	0	0
Grand Total	0	0	0	0	299	299	0	0

**Item Name:** **Administrative Efficiencies**

Budget Decision Unit(s): USPC

Strategic Goal(s) & Objective(s): Ensure and Support the Fair, Impartial, Efficient, and Transparent Administration of Justice at the Federal, State, Local, Tribal, and International Levels

Organizational Program: United States Parole Commission

Component Ranking of Item: 1

Program Reduction: Positions **0** Agt/Atty **0** FTE **(3)** Dollars **(\$1,000,000)**

Description of Item

The USPC's program offset of \$1,000,000 will be accomplished as the result of the underutilization of FTEs due to managed hiring, planned reductions in other personnel expenditures (e.g., temporary employment, overtime, and awards) and by further reducing expenditures for contract services, supplies and equipment purchases. The savings from these administrative efficiencies equate to three FTEs. This program offset will not affect the Commission's ability to fund its full-time permanent workforce. Further, there will be no discernable impact on Strategic Goal number 3.

## Funding

### Base Funding

FY 2011 Enacted (w/rescissions)				FY 2012 Current Rate				FY 2013 Current Services			
Pos	Atty	FTE	\$(000)	Pos	Atty	FTE	\$(000)	Pos	Atty	FTE	\$(000)
85	7	87	\$11,580	85	7	87	\$11,580	85	7	87	\$11,878

### Personnel Reduction Cost Summary

Type of Position	Cost Per FTE (\$000)	Number of FTEs Reduced	FY 2013 Request (\$000)	FY 2014 Net Annualization (change from 2013) (\$000)	FY 2015 Net Annualization (change from 2014) (\$000)
FTEs	\$173	(3)	(\$519)		
Total Personnel	173	(3)	(519)		

### Non-Personnel Reduction Cost Summary

Non-Personnel Item	Unit	Quantity	FY 2013 Request (\$000)	FY 2014 Net Annualization (change from 2012) (\$000)	FY 2015 Net Annualization (change from 2013) (\$000)
Total Non-Personnel	n/a	n/a	(\$481)	0	0

### Total Request for this Item

	Pos	Atty	FTE	Personnel (\$000)	Non-Personnel (\$000)	Total (\$000)	FY 2014 Net Annualization (change from 2012) (\$000)	FY 2015 Net Annualization (change from 2013) (\$000)
Current Services	85	7	87	\$10,452	\$1,426	\$11,878	0	0
Decreases	0	0	(3)	(519)	(481)	(1,000)	0	0
Grand Total	85	7	84	\$9,933	945	10,878	0	0

**A: Organizational Chart**

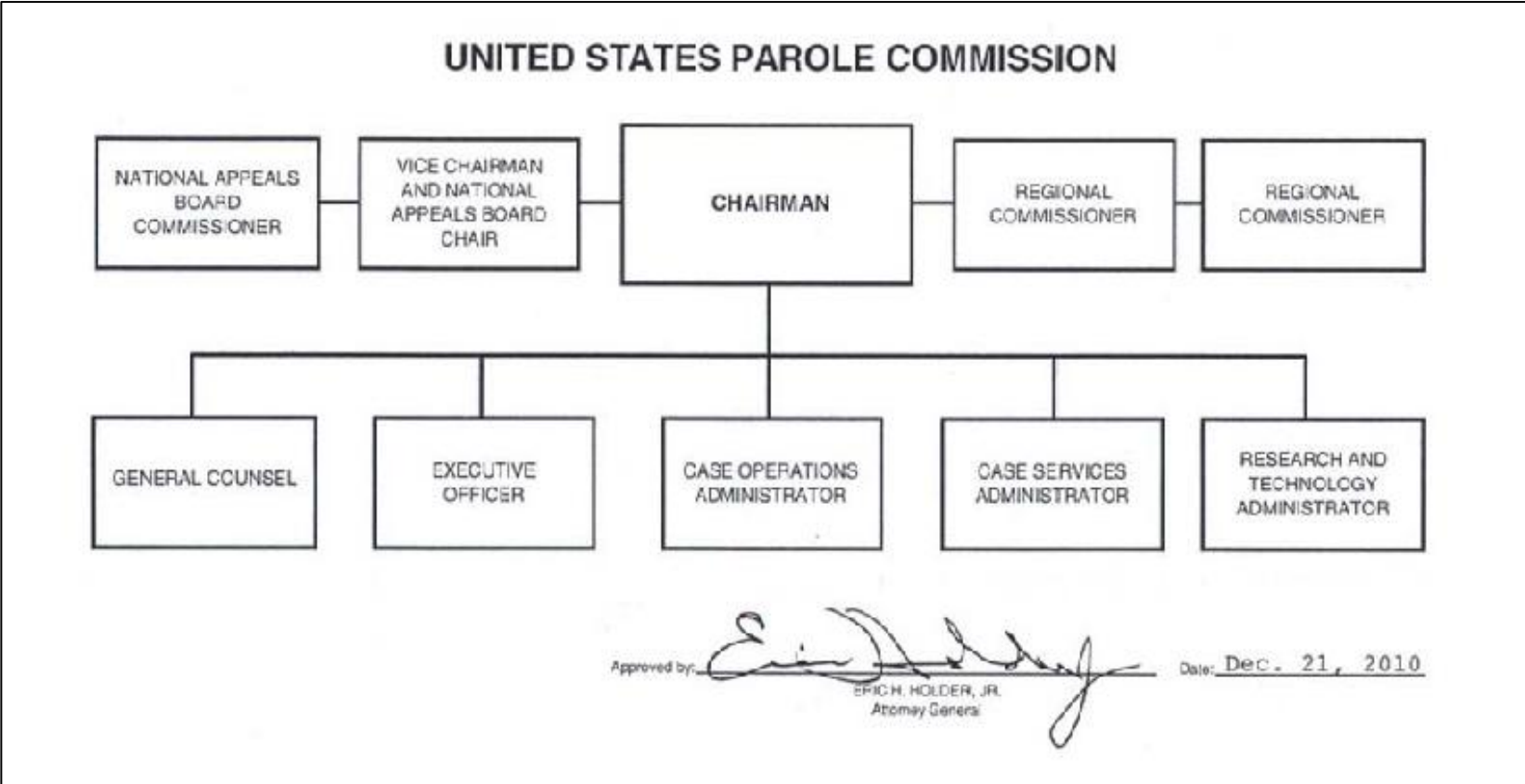


Exhibit A - Organizational Chart

**B: Summary of Requirements**

**Summary of Requirements**  
 United States Parole Commission  
 Salaries and Expenses  
 (Dollars in Thousands)

	FY 2013 Request		
	Perm. Pos.	FTE	Amount
<b>2011 Enacted (without Rescissions, direct only)</b>	<b>85</b>	<b>87</b>	<b>\$12,833</b>
<b>2012 Enacted</b>	85	87	12,833
<b>Total 2012 Enacted (with Rescissions)</b>	<b>85</b>	<b>87</b>	<b>12,833</b>
Adjustments to Base			
Transfers:			
JCON and JCON S/TS To Components			38
Increases:			
Pay and Benefits			151
Domestic Rent and Facilities			756
Subtotal Increases	0	0	907
Total Adjustments to Base	0	0	945
<b>2013 Current Services</b>	<b>85</b>	<b>87</b>	<b>13,778</b>
Program Changes			
Offsets:			
IT Savings	0	0	(6)
Administrative Efficiencies	0	(3)	(1,000)
Subtotal Offsets	0	(3)	(1,006)
Total Program Changes	0	(3)	(1,006)
<b>2013 Total Request</b>	<b>85</b>	<b>84</b>	<b>12,772</b>
2012 - 2013 Total Change	0	(3)	(61)

NOTE: All FTE numbers in this table reflect authorized FTE, which is the total number of FTE available to a component. Because the FY 2013 President's Budget Appendix builds the FTE request using actual FTE rather than authorized, it may not match the FY 2012 FTE enacted and FY 2013 FTE request reflected in this table.

**Summary of Requirements**  
United States Parole Commission  
Salaries and Expenses  
(Dollars in Thousands)

	2011 Appropriation Enacted w/Rescissions			2012 Enacted			2013 Adjustments to Base and Technical Adjustments			2013 Current Services			2013 Increases			2013 Offsets			2013 Request		
	Pos.	FTE	Amount	Pos.	FTE	Amount	Pos.	FTE	Amount	Pos.	FTE	Amount	Pos.	FTE	Amount	Pos.	FTE	Amount	Pos.	FTE	Amount
<b>Estimates by budget activity</b>																					
United States Parole Commission	85	87	12,833	85	87	12,833	0	0	945	85	87	13,778	0	0	0	0	(3)	(1,006)	85	84	12,772
<b>Total</b>	<b>85</b>	<b>87</b>	<b>\$12,833</b>	<b>85</b>	<b>87</b>	<b>\$12,833</b>	<b>0</b>	<b>0</b>	<b>\$945</b>	<b>85</b>	<b>87</b>	<b>\$13,778</b>	<b>0</b>	<b>0</b>	<b>\$0</b>	<b>0</b>	<b>(3)</b>	<b>-\$1,006</b>	<b>85</b>	<b>84</b>	<b>\$12,772</b>
Total Comp. FTE		87			87			0			87			0			(3)			84	



**C: Program Increases/Offsets By Decision Unit**

**FY 2013 Program Increases/Offsets By Decision Unit**

United States Parole Commission

(Dollars in Thousands)

Program Offsets	Location of Description by Decision Unit	United States Parole Commission				Total Offsets
		Pos.	Agt./Atty.	FTE	Amount	
IT Savings	USPC	0	0	0	(6)	(6)
Administrative Efficiencies	USPC	0	0	(3)	(1,000)	(1,000)
<b>Total Offsets</b>		<b>0</b>	<b>0</b>	<b>(3)</b>	<b>(\$1,006)</b>	<b>(\$1,006)</b>

**D: Resources by DOJ Strategic Goal and Strategic Objective**

**Resources by Department of Justice Strategic Goal/Objective  
United States Parole Commission**  
(Dollars in Thousands)

Strategic Goal and Strategic Objective	2011 Appropriation Enacted		2012 Enacted		2013 Current Services		2013				2013 Request	
	Direct, Reimb. Other FTE	Direct Amount \$000s	Direct, Reimb. Other FTE	Direct Amount \$000s	Direct, Reimb. Other FTE	Direct Amount \$000s	Increases		Offsets		Direct, Reimb. Other FTE	Direct Amount \$000s
							Direct, Reimb. Other FTE	Direct Amount \$000s	Direct, Reimb. Other FTE	Direct Amount \$000s		
<b>Goal 1: Prevent Terrorism and Promote the Nation's Security Consistent with the Rule of Law</b>												
1.1 Prevent, disrupt, and defeat terrorist operations before they occur					0	0					0	0
1.2 Prosecute those involved in terrorist acts					0	0					0	0
1.3 Combat espionage against the United States					0	0					0	0
<b>Subtotal, Goal 1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Goal 2: Prevent Crime, Protect the Rights of the American People, and Enforce Federal Law</b>												
2.1 Combat the threat, incidence, and prevalence of violent crime					0	0					0	0
2.2 Prevent and intervene in crimes against vulnerable populations, uphold the rights of, and improve services to, America's crime victims					0	0					0	0
2.3 Combat the threat, trafficking, and use of illegal drugs and the diversion of licit drugs					0	0					0	0
2.4 Combat corruption, economic crimes, and international organized crime					0	0					0	0
2.5 Promote and protect Americans' civil rights					0	0					0	0
2.6 Protect the federal fisc and defend the interests of the United States					0	0					0	0
<b>Subtotal, Goal 2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Goal 3: Ensure and Support the Fair, Impartial, Efficient, and Transparent Administration of Justice at the Federal, State, Local, Tribal and International Levels</b>												
3.1 Promote and strengthen relationships and strategies for the administration of justice with state, local, tribal and international law enforcement					0	0					0	0
3.2 Protect judges, witnesses, and other participants in federal proceedings; apprehend fugitives; and ensure the appearance of criminal defendants for judicial proceedings or confinement					0	0					0	0
3.3 Provide for the safe, secure, humane, and cost-effective confinement of detainees awaiting trial and/or sentencing, and those in the custody of the Federal Prison System	87	12,833	87	12,833	87	13,778			(3)	(1,006)	84	12,772
3.4 Adjudicate all immigration cases promptly and impartially in accordance with due process					0	0					0	0
<b>Subtotal, Goal 3</b>	<b>87</b>	<b>12,833</b>	<b>87</b>	<b>12,833</b>	<b>87</b>	<b>13,778</b>	<b>0</b>	<b>0</b>	<b>(3)</b>	<b>(1,006)</b>	<b>84</b>	<b>12,772</b>
<b>GRAND TOTAL</b>	<b>87</b>	<b>\$12,833</b>	<b>87</b>	<b>\$12,833</b>	<b>87</b>	<b>\$13,778</b>	<b>0</b>	<b>\$0</b>	<b>(3)</b>	<b>(\$1,006)</b>	<b>84</b>	<b>\$12,772</b>

## E. Justification for Base Adjustments

### Justification for Base Adjustments United States Parole Commission

	<u>POS</u>	<u>FTE</u>	<u>Amount</u>
<u>Transfers</u>			
<u>JCON and JCON S/TS.</u> A transfer of \$38,000 is included in support of the Department's Justice Consolidated Office Network (JCON) and JCON S/TS prowhich will be moved to the Working Capital Fund and provided as a billable service in FY 2013.	0	0	38
<u>Increases</u>			
<u>2013 Pay Raise.</u> This request provides for a proposed 0.5 percent pay raise to be effective in January of 2013. The increase only includes the general pay raise. The amount request, \$34,000, represents the pay amounts for 3/4 of the fiscal year plus appropriate benefits (\$24,000 for pay and \$10,000 for benefits.)	0	0	34
<u>Retirement.</u> Agency retirement contributions increase as employees under CSRS retire and are replaced by FERS employees. Based on OPM government-wide estimates, we project that the DOJ workforce will convert from CSRS to FERS at a rate of 1.3 percent per year. The requested increase of \$19,000 is necessary to meet our increased retirement obligations as a result of this conversion.	0	0	19
<u>Employees Compensation Fund.</u> The \$6,000 decrease reflects payments to the Department of Labor for injury benefits paid in the past year under the Federal Employee Compensation Act. This estimate is based on the first quarter of prior year billing and current year estimates.	0	0	-6
<u>FERS Rate Increase.</u> On June 11, 2010, the Board of Actuaries of the Civil Service Retirement System recommended a new set of economic assumptions for the Civil Service Retirement System (CSRS) and the Federal Employees Retirement System (FERS). In accordance with this change, effective October 1, 2011 (FY 2012), the total Normal Cost of Regular retirement under FERS will increase from the current level of 12.5% to 12.7%. The total FERS contribution for Law enforcement retirement will increase from 27.0% to 27.6%. This will result in new <b>agency contribution</b> rates of 11.9% for normal costs (up from the current 11.7%) and 26.3% for law enforcement personnel (up from the current 25.7%). The amount requested, \$11,000,represents the funds needed to cover this increase.	0	0	11
<u>Health Insurance.</u> Effective January 2013, this component's contribution to Federal employees' health insurance premiums increased by 15.3 percent. Applied against the 2012 estimate of \$361,000, the additional amount required is \$55,000.	0	0	55
<u>Changes in Compensable Days.</u> The decreased cost for one compensable day in FY 2013 compared to FY 2012 is calculated by dividing the FY 2012 estimated personnel compensation \$8,057,000 and applicable benefits \$1,697,000 by 261 compensable days.	0	0	38
<u>General Services Administration (GSA) Rent.</u> GSA will continue to charge rental rates that approximate those charged to commercial tenants for equivalent space and related services. The requested increase of \$607,000 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 in FY 2013 for each building currently occupied by Department of Justice components, as well as the costs of new space to be occupied. GSA provided data on the rate increases.	0	0	607
<u>Security Charges.</u> Guard Service includes those costs paid directly by DOJ and those paid to Department of Homeland Security (DHS). The requested increase of \$149,000 is required to meet our commitment to DHS, and other security costs.	0	0	149
<b>Total Increase:</b>	<b>0</b>	<b>0</b>	<b>\$907</b>
<b>Total ATB:</b>	<b>0</b>	<b>0</b>	<b>\$945</b>

**F: Crosswalk of 2011 Availability**

**Crosswalk of 2011 Availability**  
 United States Parole Commission  
 Salaries and Expenses  
 (Dollars in Thousands)

Decision Unit	FY 2011 Without Balance Rescissions			Balance Rescissions			Reprogrammings / Transfers			Carryover Amount	Recoveries Amount	2011 Availability		
	Pos.	FTE	Amount	Pos.	FTE	Amount	Pos.	FTE	Amount			Pos.	FTE	Amount
United States Parole Commission	85	87	12,833	0	0	0	0	0	0			85	87	12,833
<b>TOTAL</b>	<b>85</b>	<b>87</b>	<b>\$12,833</b>	<b>0</b>	<b>0</b>	<b>\$0</b>	<b>0</b>	<b>0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>85</b>	<b>87</b>	<b>\$12,833</b>
Total Compensable FTE		87			0			0					87	

**G: Crosswalk of 2012 Availability**

**Crosswalk of 2012 Availability**  
 United States Parole Commission  
 Salaries and Expenses  
 (Dollars in Thousands)

Decision Unit	FY 2012 Enacted Without Rescissions			Rescissions			Reprogrammings / Transfers			Carryover	Recoveries	2012 Availability		
	Pos.	FTE	Amount	Pos.	FTE	Amount	Pos.	FTE	Amount	Amount	Amount	Pos.	FTE	Amount
United States Parole Commission	85	87	12,833	0	0	0	0	0	0	0	0	85	87	12,833
<b>TOTAL</b>	<b>85</b>	<b>87</b>	<b>\$12,833</b>	<b>0</b>	<b>0</b>	<b>\$0</b>	<b>0</b>	<b>0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>85</b>	<b>87</b>	<b>\$12,833</b>
Total Compensable FTE		87			0			0					87	

## H: Summary of Reimbursable Resources

### Summary of Reimbursable Resources

United States Parole Commission

Salaries and Expenses

(Dollars in Thousands)

Collections by Source	2011 Enacted			2012 Planned			2013 Request			Increase/Decrease		
	Pos.	FTE	Amount	Pos.	FTE	Amount	Pos.	FTE	Amount	Pos.	FTE	Amount
Office of Victims of Crime			7			68			0	0	0	(68)
<b>Budgetary Resources:</b>	<b>0</b>	<b>0</b>	<b>\$7</b>	<b>0</b>	<b>0</b>	<b>\$68</b>	<b>0</b>	<b>0</b>	<b>\$0</b>	<b>0</b>	<b>0</b>	<b>(\$68)</b>

**I: Detail of Permanent Positions by Category**

**Detail of Permanent Positions by Category**  
 United States Parole Commission  
 Salaries and Expenses

Category	2011 Enacted		2012 Enacted		2013 Request					
	Total Authorized	Total Reimbursable	Total Authorized	Total Reimbursable	ATBs	Program Increases	Program Decreases	Total Pr. Changes	Total Authorized	Total Reimbursable
Commissioners (185)	5		5						5	
Clerical and Office Services (300-399)	34		34						34	
Accounting and Budget (500-599)	2		2						2	
Attorneys (905)	7		7						7	
Case Analysts (101)	18		18						18	
Hearing Examiners (101)	12		12						12	
Information Technology Mgmt (2210)	7		7						7	
<b>Total</b>	<b>85</b>	<b>0</b>	<b>85</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>85</b>	<b>0</b>
Headquarters (Washington, D.C.)	85		85					0	85	0
U.S. Field										
Foreign Field								0	0	
<b>Total</b>	<b>85</b>	<b>0</b>	<b>85</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>85</b>	<b>0</b>

**J: Financial Analysis of Program Changes**

**Financial Analysis of Program Changes**

United States Parole Commission

Salaries and Expenses

(Dollars in Thousands)

	United States Parole Commission					
	IT Savings Offset		Administrative Efficiencies Offset		Program Changes	
	FTE	Amount	FTE	Amount	FTE	Amount
Other personnel compensation	0	0	(3)	(477)	(3)	(477)
Total FTE & personnel compensation	0	0	(3)	(477)	(3)	(477)
Other services				(265)	0	(265)
Supplies and materials		(3)		(50)	0	(53)
Equipment		(3)		(208)	0	(211)
<b>Total, 2013 Program Changes Requested</b>	<b>0</b>	<b>(\$6)</b>	<b>(3)</b>	<b>(\$1,000)</b>	<b>(3)</b>	<b>(\$1,006)</b>



**K: Summary of Requirements by Grade**

**Summary of Requirements by Grade**  
 United States Parole Commission  
 Salaries and Expenses

Grades and Salary Ranges	2011 Enacted w/Rescissions		2012 Enacted		2013 Request		Increase/Decrease	
	Pos.	Amount	Pos.	Amount	Pos.	Amount	Pos.	Amount
SES, \$119,554 - 179,700	5		5		5		0	
GS-15, \$123,758 - 155,500	6		6		6		0	
GS-14, \$105,211 - 136,771	14		14		14		0	
GS-13, \$89,033 - 115,742	9		9		9		0	
GS-12, \$74,872 - 97,333	10		10		10		0	
GS-11, \$62,467 - 81,204	6		6		6		0	
GS-10, \$56,857 - 73,917	1		1		1		0	
GS-9, \$51,630 - 67,114	9		9		9		0	
GS-8, \$46,745 - 60,765	4		4		4		0	
GS-7, \$42,209 - 54,875	9		9		9		0	
GS-6, \$37,983 - 49,375	9		9		9		0	
GS-5, \$34,075 - 44,293	3		3		3		0	
GS-4, \$30,456 - 39,590	0		0		0		0	
GS-3, \$27,130 - 35,269	0		0		0		0	
GS-2, \$24,865 - 31,292	0		0		0		0	
GS-1, \$22,115 - 27,663	0		0		0		0	
<b>Total, Appropriated Positions</b>	<b>85</b>		<b>85</b>		<b>85</b>		<b>0</b>	
<b>Average SES Salary</b>		<b>\$149,627</b>		<b>\$149,627</b>		<b>\$149,627</b>		
<b>Average GS Salary</b>		<b>\$80,364</b>		<b>\$80,364</b>		<b>\$80,766</b>		
<b>Average GS Grade</b>		<b>12</b>		<b>12</b>		<b>12</b>		

## L: Summary of Requirements by Object Class

### Summary of Requirements by Object Class

United States Parole Commission

Salaries and Expenses

(Dollars in Thousands)

Object Classes	2011 Actuals		2012 Enacted		2013 Request		Increase/Decrease	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
11.1 Direct FTE & personnel compensation	80	\$5,679	80	\$6,751	80	\$6,694	0	(\$57)
11.3 Other than full-time permanent	5	884	5	1,195	4	927	(1)	(268)
11.5 Total, Other personnel compensation	2	111	2	31	0	31	(2)	0
11.8 Special personal services payments							0	0
<b>Total</b>	<b>87</b>	<b>6,674</b>	<b>87</b>	<b>7,977</b>	<b>84</b>	<b>7,652</b>	<b>(3)</b>	<b>(325)</b>
Other Object Classes:								
12.0 Personnel benefits		2,058		2,339		2,281		(58)
21.0 Travel and transportation of persons		163		163		163		0
22.0 Transportation of things		46		47		47		0
23.1 GSA rent		171		48		1,536		1,488
23.2 Moving/Lease Expirations/Contract Parking		990		894		60		(834)
23.3 Comm., util., & other misc. charges		88		118		98		(20)
24.0 Printing and reproduction		2		2		2		0
25.2 Other services		2,064		920		863		(57)
26.0 Supplies and materials		122		89		25		(64)
31.0 Equipment		294		236		45		(191)
<b>Total obligations</b>		<b>\$12,672</b>		<b>\$12,833</b>		<b>\$12,772</b>		<b>(\$61)</b>
Unobligated balance, start of year								
Unobligated balance, end of year		161						
Recoveries of prior year obligations								
<b>Total DIRECT requirements</b>		<b>12,833</b>		<b>12,833</b>		<b>12,772</b>		
Reimbursable FTE:								
Full-time permanent	0	\$0	0	\$0	0	\$0		
23.1 GSA rent (Reimbursable)		\$0		\$0		\$0		
25.3 DHS Security (Reimbursable)		\$0		\$0		\$0		

**M. Status of Congressionally Requested Studies, Reports, and Evaluations**

**United States Parole Commission**

**Salaries and Expenses**

(Dollars in Thousands)

**Status of Congressionally Requested Studies, Reports, and Evaluations**

The *United States Parole Commission Extension Act of 2011*, Sec. 3. requires the Parole Commission to provide to the Committees on the Judiciary of the Senate and House of Representatives a detailed report on a number of programmatic and statistical questions. Target response to the Committees, April 2012.