

WOODROW WILSON INTERNATIONAL CENTER FOR SCHOLARS

Living memorial to the 28th President created by Congress in 1968

*FY 2021 FEDERAL BUDGET REQUEST
WITH
CONSIDERATION FOR TRANSITION PLANNING
TO ELIMINATE THE ANNUAL DIRECT FEDERAL APPROPRIATION
AS PROPOSED BY THE ADMINISTRATION*

Submitted to the United States Congress

February 10, 2020

Please visit the Wilson Center's website at <http://www.wilsoncenter.org>

FY 2021 PRESIDENT’S BUDGET PRIORITIES

The President’s FY 2021 budget request sets forth a plan to phase-out the annual appropriated funding received by the Wilson Center and the activities aligned with this funding. The tables below provide a summary of costs under this proposed phase-out plan.

Authorizing Legislation

The Wilson Center has received direct appropriations for over 50 years. The Center’s annual budget request for its one account – Salaries and Expenses – has been guided by the Center’s initial authorizing public law (P.L. 90-637), which was signed on October 24, 1968 and is known as *The Woodrow Wilson Memorial Act of 1968*. The Act formally established the “living” presidential memorial, recognizing President Wilson’s storied academic career, which focused on how government works and how academia can and should assist policymakers. By establishing a non-partisan policy institute attracting some of the world’s most distinguished scholars, the Center is a unique resource that helps advance America’s interests and serves as one of only two living presidential memorials ever created by Congress.

This institution has embraced the mission and maintained great balance since its inception – in 32 of the 51 years, Republicans have served as chairmen, and public and private appointees to our Board have been 77 Republicans, 70 Democrats, and 2 Independents. Today, the Wilson Center is recognized around the country and the world as deeply knowledgeable about the history, culture and political trend lines affecting America and the world.

The Center remains committed to serving the public through non-partisan research and the development of actionable ideas on major policy issues. The Center also remains steadfast in its duty as custodian of its Federal appropriation and continues to be vigilant in its efforts to identify and attain greater efficiencies while achieving excellence in our mission and outreach.

Fiscal Year 2021 Appropriation Request for Phase-out of Wilson Center Annual Federal Appropriated Funding

The Administration has proposed a transition plan for the Wilson Center beginning in FY 2021. The FY 2021 proposed budget data is detailed here within as represented in the President's FY 2021 budget plan. The tables and narrative below provide the breakdown of budget details in the format used by the Appropriations Committees of United States Congress.

FY 2019 - 2021 Budget Phase-out Plan (Dollars in Thousands)

		FTE	FY 2019 APPROPRIATION	FTE	FY 2020 APPROPRIATION	FTE	FY 2021 President's PROPOSED	<i>Difference between FY2020 and FY2021</i>
SCHOLAR ADMINISTRATION & ACADEMIC RELATIONS	SALARIES & BENEFITS	6.5	\$ 883	6.9	\$ 899	5.9	\$ 834	\$ (65)
	OPERATING EXPENSES	-	394	-	373	-	149	(224)
	SUB-TOTAL	6.5	\$ 1,277	6.9	\$ 1,272	5.9	\$ 983	\$ (289)
PUBLIC SERVICE AND FELLOWSHIP PROGRAM	SALARIES & BENEFITS	13	\$ 2,139	12.3	\$ 2,231	13.7	\$ 2,286	\$ 55
	OPERATING EXPENSES	-	2,320	-	3,478	-	157	(3,321)
	SUB-TOTAL	13	\$ 4,459	12.3	\$ 5,709	13.7	\$ 2,443	\$ (3,266)
GENERAL ADMINISTRATION	SALARIES & BENEFITS	15	\$ 1,838	15.9	\$ 2,384	17.0	\$ 2,430	\$ 46
	OPERATING EXPENSES	-	2,274	-	2,389	-	1,044	(1,345)
	SUB-TOTAL	15	\$ 4,112	15.9	\$ 4,773	17.0	\$ 3,474	\$ (1,299)
SMITHSONIAN INSTITUTION SERVICES FEE	SALARIES & BENEFITS	-	-	-	-	-	-	\$ -
	OPERATING EXPENSES	-	\$ 330	-	\$ 335	-	\$ 360	25
	SUB-TOTAL	-	\$ 330	-	\$ 335	-	\$ 360	\$ 25
OUTREACH/ COMMUNICATIONS/ EXTERNAL RELATIONS	SALARIES & BENEFITS	4	\$ 535	4.3	\$ 629	4.2	\$ 705	\$ 76
	OPERATING EXPENSES	-	915	-	1,030	-	196	(834)
	SUB-TOTAL	4	\$ 1,450	4.3	\$ 1,659	4.2	\$ 901	\$ (758)
BUILDING REQUIREMENTS	SALARIES & BENEFITS	-	-	-	-	-	-	\$ -
	OPERATING EXPENSES	-	\$ 372	-	\$ 252	-	\$ 50	(202)
	SUB-TOTAL	-	\$ 372	-	\$ 252	-	\$ 50	\$ (202)
TOTAL WOODROW WILSON INTERNATIONAL CENTER FOR SCHOLARS	SALARIES & BENEFITS	38.5	\$ 5,395	39.4	\$ 6,143	40.8	\$ 6,255	\$ 112
	OPERATING EXPENSES	-	6,605	-	7,857	-	1,956	(5,901)
	TOTAL	38.5	\$ 12,000	39.4	\$ 14,000	40.8	\$ 8,211	\$ (5,789)

The funding necessary to phase-out Federal activities at the Wilson Center totals \$8.211 million in FY 2021 (Note: The FY 2022 funding is not reflected in this document). Federal positions are eliminated in groups in this phase-out plan: The majority of the Public Service employees, Scholar and Academic Relations (SAR) employees, and the Outreach/Communication/External

Relations employees will be terminated ending pay period (PP) 12 2021 following the culmination of the 2020-2021 Residential Fellowship Class. The next group of Federal employees will be terminated ending PP 24 2021 of FY 2022 upon conclusion of the FY 2021 Federal audit. While FY 2021 operating expense budget detail does show a decline in the annual budget expenses related to grantee recruitment, grant review, and grant awards, the majority of the annual budget will remain similar to prior years. The Wilson Center must provide the usual resources for the 2020-2021 fellowship awardees, hence there will not be a significant decline in salary and benefits until June 2021. Note: FY 2021 proposed budget for personnel does not consider a 2021 COLA or an increase related to benefit costs.

Woodrow Wilson International Center for Scholars
Consolidated Budget
(Dollars in Thousands)

SUMMARY	FY 2019 APPROPRIATION	FY 2020 APPROPRIATION	FY 2021 President's PROPOSED
PERSONNEL (compensation & benefits)	\$ 5,395	\$ 6,143	\$ 6,255
OPERATING (non-compensation)	6,605	7,857	1,956
TOTAL	\$ 12,000	\$ 14,000	\$ 8,211
FTE	38.5	39.4	40.8

OBJECT CLASS	FY 2019 APPROPRIATION	FY 2020 APPROPRIATION	FY 2021 President's PROPOSED
SALARIES	\$ 4,068	\$ 4,612	\$ 4,758
BENEFITS	1,327	1,531	1,497
TRAVEL AND TRANSPORTATION OF PERSONS	127	261	90
COMMUNICATIONS/UTILITIES/POSTAGE	95	77	75
RENTAL OF EQUIPMENT, SOFTWARE & FURNITURE	20	20	20
PRINTING AND REPRODUCTION (including electronic)	100	84	47
GRANTS/STIPENDS	2,100	2,540	-
TRAINING - AGENCY MISSION RELATED	95	173	123
IT SUPPORT SERVICES, MAINTENANCE, & REPAIR	359	647	332
NON-IT MAINTENANCE & REPAIR	75	44	40
INTER AGENCY AGREEMENTS	390	409	420
OPERATION & MAINTENANCE OF FACILITIES	372	252	50
exhibit)	1,370	2,267	459
SUPPLIES AND MATERIALS	112	87	67
PUBLICATIONS & FORMS	261	276	130
RECRUITING/ADVERTISING/PUBLIC ANNOUNCEMENTS	15	13	4
EQUIPMENT/SOFTWARE/FURNITURE/FIXTURES	1,114	707	99
TOTAL	12,000	14,000	8,211

SCHOLAR ADMINISTRATION AND ACADEMIC RELATIONS

(Dollars in Thousands)

SUMMARY	FY 2019 APPROPRIATION	FY 2020 APPROPRIATION	FY 2021 President's PROPOSED
PERSONNEL (compensation & benefits)	\$ 883	\$ 899	\$ 834
OPERATING (non-compensation)	394	373	149
TOTAL	\$ 1,277	\$ 1,272	\$ 983
FTE	6.5	6.9	5.9

OBJECT CLASS	FY 2019 APPROPRIATION	FY 2020 APPROPRIATION	FY 2021 President's PROPOSED
SALARIES	\$ 676	\$ 683	\$ 642
BENEFITS	207	216	192
TRAVEL AND TRANSPORTATION OF PERSONS	2	10	-
COMMUNICATION/UTILITIES/POSTAGE	2	3	1
PRINTING AND REPRODUCTION (including electronic)	5	3	1
TRAINING - AGENCY MISSION RELATED	3	1	10
IT SUPPORT SERVICES, MAINTENANCE, & REPAIR	5	5	2
OTHER CONTRACTURAL SERVICES (tech./prof., honoraria, temp., exhibit)	96	41	3
PUBLICATIONS (including library databases subscriptions)	260	274	130
RECRUITING/ADVERTISING/PUBLIC ANNOUNCEMENTS	15	9	-
EQUIPMENT/SOFTWARE/FURNITURE/FIXTURES	6	27	2
TOTAL	\$ 1,277	\$ 1,272	\$ 983

This request has zero operating dollars in the FY 2021 Scholar and Academic Relations (SAR) budget for the external review of grant applications or grantee applicant recruitment. The budget does show FY 2021 funds requested for the Library at a reduced level; these funds are necessary to provide support to the grant awardees through the first week of June 2021. All SAR staff will remain on staff through pay period 12 2021 to support the Wilson Center Residential Fellows Class of 2020-2021 funded with FY 2020 appropriated funds. The majority of the SAR staff should receive an annual leave payouts in FY 2021, while three SAR employees are expected to remain in pay status through PP24 2021 (FY 2022) to assist with the Federal audit and other closing/transitioning activities. Their annual leave payout will need to be paid in FY 2022.

PUBLIC SERVICE & FELLOWSHIP PROGRAM
(Dollars in Thousands)

SUMMARY	FY 2019 APPROPRIATION	FY 2020 APPROPRIATION	FY 2021 President's PROPOSED
PERSONNEL (compensation & benefits)	\$ 2,139	\$ 2,231	\$ 2,286
CONFERENCE & RESEARCH SUPPORT	95	370	37
EMERGING FOREIGN POLICY ISSUES	125	568	120
FELLOWSHIP PROGRAM	1,700	2,000	
PUBLIC POLICY FELLOWS	200	240	
DISTINGUISHED FELLOWS	200	300	
TOTAL	\$ 4,459	\$ 5,709	\$ 2,443
FTE	13.0	12.3	13.7

OBJECT CLASS	FY 2019 APPROPRIATION	FY 2020 APPROPRIATION	FY 2021 President's PROPOSED
SALARIES	\$ 1,633	\$ 1,712	\$ 1,762
BENEFITS	506	519	524
TRAVEL AND TRANSPORTATION OF PERSONS	54	140	27
PRINTING AND REPRODUCTION (including electronic)	56	56	30
GRANTS/STIPENDS	2,100	2,540	-
TRAINING - AGENCY MISSION RELATED	10	30	16
OTHER CONTRACTURAL SERVICES (tech./prof., honoraria, temp., exhibit)	100	712	84
TOTAL	\$ 4,459	\$ 5,709	\$ 2,443

The Public Service budget would typically include a funds request for the Wilson Center Fellows Program. In this request, there is no funding to continue the Fellowship Program in FY 2021. The Public Service staff will remain through PP12 2021 to assist with the 2020/2021 Residential Fellows Class. This phase-out plan does not request funding for Wilson Center Public Service staff beyond pay period 12 2021 with the exception of five staff members. These staff members include three program directors and two program assistants that will need to provide assistance during the audit(s) and transition activities.

GENERAL ADMINISTRATION

(Dollars in Thousands)

SUMMARY	FY 2019 APPROPRIATION	FY 2020 APPROPRIATION	FY 2021 President's PROPOSED
PERSONNEL (compensation & benefits)	\$ 1,838	\$ 2,384	\$ 2,430
OPERATING (non-compensation)	2,274	2,389	1,044
TOTAL	\$ 4,112	\$ 4,773	\$ 3,474
FTE	15.0	15.9	17.0

OBJECT CLASS	FY 2019 APPROPRIATION	FY 2020 APPROPRIATION	FY 2021 President's PROPOSED
SALARIES	\$ 1,375	\$ 1,768	\$ 1,831
BENEFITS	463	616	599
TRAVEL AND TRANSPORTATION OF PERSONS	68	110	62
COMMUNICATION/UTILITIES/POSTAGE	91	73	73
RENTAL OF EQUIPMENT, SOFTWARE & FURNITURE	20	20	20
PRINTING AND REPRODUCTION (including electronic)	1	10	1
TRAINING - AGENCY MISSION RELATED	79	138	91
IT SUPPORT SERVICES, MAINTENANCE, & REPAIR	305	602	300
NON-IT MAINTENANCE & REPAIR	40	14	10
INTER AGENCY AGREEMENTS	60	74	60
OTHER CONTRACTURAL SERVICES (tech./prof., honoraria, temp., exhibit)	425	700	272
SUPPLIES AND MATERIALS	80	67	62
PUBLICATIONS & FORMS	1	2	-
EQUIPMENT/SOFTWARE/FURNITURE/FIXTURES	1,104	579	93
TOTAL	\$ 4,112	\$ 4,773	\$ 3,474

The FY 2021 General and Administrative (G&A) table presented above shows reductions in nearly all areas with significant declines in infrastructure funding, specifically furniture and equipment, as well as professional services. The majority of the G&A budget request for FY 2021 will be similar to previous years. Administrative staff are included in this budget for the full year and considered necessary to serve the organization including the on-site Fellows, staff, and to oversee contracts. The administrative staff must stay through the completion of the Federal FY 2022 audit and transition activities. There will be an atypical contract cost for transitioning the Wilson Center Federal workforce. This cost is included in the FY 2022 budget and will need to be part of the FY 2022 budget plan. The Center operates a relatively lean administrative infrastructure and will need to retain its G&A staff, including Human Resources, Information Technology, Support Operations, Executive Office, and the Financial Management

Office through PP24 2021 (FY2022). The budget cost associated with the G&A salary and benefit expenses through PP19 2021 are included in this budget request. The anticipated expenditures in FY 2022 through PP24 2021 personnel and other expenses along with annual leave payouts are not reflected in this budget.

SMITHSONIAN INSTITUTION SERVICE FEE

(Dollars in Thousands)

SUMMARY	FY 2019 APPROPRIATION	FY 2020 APPROPRIATION	FY 2021 President's PROPOSED
PERSONNEL (compensation & benefits)	-	-	-
OPERATING (non-compensation)	\$ 330	\$ 335	\$ 360
TOTAL	\$ 330	\$ 335	\$ 360
FTE	N/A	N/A	N/A

OBJECT CLASS	FY 2019 APPROPRIATION	FY 2020 APPROPRIATION	FY 2021 President's PROPOSED
Purchases – Goods & Services from Government Agencies	\$ 330	\$ 335	\$ 360
TOTAL	\$ 330	\$ 335	\$ 360

The Wilson Center has not received the FY 2021 Smithsonian Institution (SI) administrative service agreement. The servicing costs for transition activities may exceed the estimated annual service fee included in this budget. Wilson Center will strive to absorb this cost should it exceed the budget amounts.

OUTREACH/ COMMUNICATIONS/ EXTERNAL RELATIONS

(Dollars in Thousands)

SUMMARY	FY 2019 APPROPRIATION	FY 2020 APPROPRIATION	FY 2021 President's PROPOSED
PERSONNEL (compensation & benefits)	\$ 535	\$ 629	\$ 705
OPERATING (non-compensation)	915	1,030	196
TOTAL	\$ 1,450	\$ 1,659	\$ 901
FTE	4	4.3	4.2

OBJECT CLASS	FY 2019 APPROPRIATION	FY 2020 APPROPRIATION	FY 2021 President's PROPOSED
SALARIES	\$ 384	\$ 449	\$ 523
BENEFITS	151	180	182
TRAVEL AND TRANSPORTATION OF PERSONS	3	1	1
COMMUNICATION/UTILITIES/POSTAGE	2	1	1
PRINTING AND REPRODUCTION (including electronic)	38	15	15
TRAINING - AGENCY MISSION RELATED	3	4	6
IT SUPPORT SERVICES, MAINTENANCE, & REPAIR	49	40	30
NON-IT MAINTENANCE & REPAIR	35	30	30
OTHER CONTRACTUAL SERVICES (tech./prof., honoraria, temp., exhibit)	749	814	100
SUPPLIES AND MATERIALS	32	20	5
RECRUITING/ADVERTISING/PUBLIC ANNOUNCEMENTS	-	4	4
EQUIPMENT/SOFTWARE/FURNITURE/FIXTURES	4	101	4
TOTAL	\$ 1,450	\$ 1,659	\$ 901

Five of the Wilson Center positions within the Outreach/External Relations function will remain filled through PP12 2021 and two staff member will remain through PP24 2021 (FY 2022) for preparation of audit work papers, transition activities, and will continue to serve as the contracting technical officer representative for existing contracts. The Center's website and A/V services are supported by significant Federal funds in this category. This FY 2021 phase-out plan significantly reduces the non-salary and benefit support for outreach activities.

BUILDING REQUIREMENTS
(Dollars in Thousands)

SUMMARY	FY 2019 APPROPRIATION	FY 2020 APPROPRIATION	FY 2021 President's PROPOSED
PERSONNEL (compensation & benefits)	-	-	-
OPERATING (non-compensation)	372	252	50
TOTAL	372	252	50
FTE	N/A	N/A	N/A

OBJECT CLASS	FY 2019 APPROPRIATION	FY 2020 APPROPRIATION	FY 2021 President's PROPOSED
OPERATION & MAINTENANCE OF FACILITIES	372	252	50
TOTAL	372	252	50

The Wilson Center will continue to occupy space in the Ronald Reagan Building through 2028, the end of the lease period. Some of the Wilson Center's Federal employees are expected to remain through PP24 2021 (FY 2022). The usual building facilities maintenance and repairs will need to continue throughout a transition period, hence are included in the FY 2021 request. This phase-out budget line was reduced to eliminate replacement/upkeep for aged and soiled facilities.

SUMMARY

The Wilson Center appropriation for FY 2020 is \$14 Million. This \$8.211 million FY 2021 budget is provided to Congress as a plan to phase-out the annual appropriation of the Woodrow Wilson International Center for Scholars. The Wilson Center respects and understands the budget climate, and knows that we are accountable to Congress, the Administration, and the general public for our work. We work each day to continue earning that trust and to improve the depth and breadth of dialogue on major policy issues. Our goal is to ensure that our country can be better positioned to deal with issues affecting our interests, and we believe the results achieved to-date by this institution are a testament to the commitment that we here at the Wilson Center embrace towards this end. The Wilson Center will not be complacent in our service; we will continue to increase our relevance and extend our reach.