

**WOODROW WILSON INTERNATIONAL
CENTER FOR SCHOLARS**

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



*FY 2020 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

March 18, 2019

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

FY 2020 PRESIDENT’S BUDGET PRIORITIES

The President’s FY 2020 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 30 of the 49 years, Republicans have served as chairmen, and public and private appointees to our Board have been 75 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 2020 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 2020. This budget request describes a budget request of \$8.139 million. The tables and narrative below provide the breakdown in the format used by the Appropriations Committees of United States Congress to detail the transition plan and proposed budget.

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

		FY 2018		FY 2019		FY 2020		<i>Difference between FY2019 and FY2020</i>
		FTE	APPROPRIATION	FTE	APPROPRIATION	FTE	President's PROPOSED	
SCHOLAR ADMINISTRATION & ACADEMIC RELATIONS	SALARIES & BENEFITS	9	\$ 937	8	\$ 1,058	7.5	\$ 973	\$ (85)
	OPERATING EXPENSES	-	250	-	255	-	149	(106)
	SUB-TOTAL	9	\$ 1,187.30	8	\$ 1,313	7.5	\$ 1,122	\$ (191)
PUBLIC SERVICE AND FELLOWSHIP PROGRAM	SALARIES & BENEFITS	16	\$ 2,491	14	\$ 2,373	13	\$ 2,421	\$ 48
	OPERATING EXPENSES	-	1,888	-	2,065	-	157	(1,908)
	SUB-TOTAL	16	\$ 4,379	14	\$ 4,438	13	\$ 2,578	\$ (1,860)
GENERAL ADMINISTRATION	SALARIES & BENEFITS	16	\$ 2,064	17	\$ 2,081	16	\$ 2,062	\$ (19)
	OPERATING EXPENSES	-	2,378	-	2,252	-	1,044	(1,208)
	SUB-TOTAL	16	\$ 4,442	17	\$ 4,333	16	\$ 3,106	\$ (1,227)
SMITHSONIAN INSTITUTION SERVICES FEE	SALARIES & BENEFITS	-	-	-	-	-	-	\$ -
	OPERATING EXPENSES	-	\$ 330	-	\$ 343	-	\$ 350	7
	SUB-TOTAL	-	\$ 330	-	\$ 343	-	\$ 350	\$ 7
OUTREACH/ COMMUNICATIONS/ EXTERNAL RELATIONS	SALARIES & BENEFITS	6	\$ 827	6	\$ 770	4.5	\$ 737	\$ (33)
	OPERATING EXPENSES	-	713	-	678	-	196	(482)
	SUB-TOTAL	6	\$ 1,540	6	\$ 1,448	4.5	\$ 933	\$ (515)
BUILDING REQUIREMENTS	SALARIES & BENEFITS	-	-	-	-	-	-	\$ -
	OPERATING EXPENSES	-	\$ 122	-	\$ 125	-	\$ 50	(75)
	SUB-TOTAL	-	\$ 122	-	\$ 125	-	\$ 50	\$ (75)
TOTAL WOODROW WILSON INTERNATIONAL CENTER FOR SCHOLARS	SALARIES & BENEFITS	47	\$ 6,319	45	\$ 6,282	41	\$ 6,193	\$ (89)
	OPERATING EXPENSES	-	5,681	-	5,718	-	1,946	(3,772)
	TOTAL	47	\$ 12,000	45	\$ 12,000	41	\$ 8,139	\$ (3,861)

The funding necessary to phase-out Federal funded activities at the Wilson Center totals \$8.139 million in FY 2020 plus approximately \$1.5 million in FY 2021 (Note: The FY 2021 \$1.5 million

funding is not reflected in this document). Federal positions will be eliminated in groups: 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 2020 following the culmination of the 2019-2020 Residential Fellowship Class. The next group of Federal employees will be terminated ending PP 25 2020 of FY 2021 upon conclusion of the FY 2020 Federal audit. While FY 2020 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 2019-2020 fellowship awardees, hence there will not be a significant decline in salary and benefits until June 2020. Note: FY 2020 proposed budget for personnel does not consider the 2019 COLA which was enacted subsequent to the development of this proposed budget.

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

SUMMARY	FY 2018 APPROPRIATION	FY 2019 APPROPRIATION	FY 2020 President's PROPOSED
PERSONNEL (compensation & benefits)	\$ 6,319	\$ 6,282	\$ 6,193
OPERATING (non-compensation)	5,681	5,718	1,946
TOTAL	\$ 12,000	\$ 12,000	\$ 8,139
<i>FTE</i>	47	45	41
OBJECT CLASS	FY 2018 APPROPRIATION	FY 2019 APPROPRIATION	FY 2020 President's PROPOSED
SALARIES	\$ 4,778	\$ 4,926	\$ 4,627
BENEFITS	1,541	1,356	1,566
TRAVEL AND TRANSPORTATION OF PERSONS	131	157	90
COMMUNICATIONS/UTILITIES/POSTAGE	103	106	75
RENTAL OF EQUIPMENT, SOFTWARE & FURNITURE	17	24	20
PRINTING AND REPRODUCTION (including electronic)	94	94	47
GRANTS/STIPENDS	1,643	1,800	-
TRAINING - AGENCY MISSION RELATED	113	117	123
IT SUPPORT SERVICES, MAINTENANCE, & REPAIR	361	347	332
NON-IT MAINTENANCE & REPAIR	74	90	40
INTER AGENCY AGREEMENTS	390	403	410
OPERATION & MAINTENANCE OF FACILITIES	122	125	50
OTHER CONTRACTUAL SERVICES (tech./prof., honoraria, temp., exhibit)	1,160	1,127	459
SUPPLIES AND MATERIALS	111	119	67
PUBLICATIONS & FORMS	216	216	130
RECRUITING/ADVERTISING/PUBLIC ANNOUNCEMENTS	10	12	4
EQUIPMENT/SOFTWARE/FURNITURE/FIXTURES	1,136	981	99
TOTAL	\$ 12,000	\$ 12,000	\$ 8,139

SCHOLAR ADMINISTRATION AND ACADEMIC RELATIONS

(Dollars in Thousands)

SUMMARY	FY 2018 APPROPRIATION	FY 2019 APPROPRIATION	FY 2020 President's PROPOSED
PERSONNEL (compensation & benefits)	\$ 937	\$ 1,058	\$ 973
OPERATING (non-compensation)	250	255	149
TOTAL	\$ 1,187	\$ 1,313	\$ 1,122
FTE	9	8	7.5

OBJECT CLASS	FY 2018 APPROPRIATION	FY 2019 APPROPRIATION	FY 2020 President's PROPOSED
SALARIES	\$ 714	\$ 868	\$ 728
BENEFITS	223	190	245
TRAVEL AND TRANSPORTATION OF PERSONS	1	1	
COMMUNICATION/UTILITIES/POSTAGE	1	3	1
PRINTING AND REPRODUCTION (including electronic)	5	3	1
TRAINING - AGENCY MISSION RELATED	1	1	10
IT SUPPORT SERVICES, MAINTENANCE, & REPAIR	2	2	2
OTHER CONTRACTUAL SERVICES (tech./prof., honoraria, temp., exhibit)	9	14	3
PUBLICATIONS (including library databases subscriptions)	215	215	130
RECRUITING/ADVERTISING/PUBLIC ANNOUNCEMENTS	10	10	-
EQUIPMENT/SOFTWARE/FURNITURE/FIXTURES	6	6	2
TOTAL	\$ 1,187	\$ 1,313	\$ 1,122

This request has zero operating dollars in the FY 2020 Scholar and Academic Relations (SAR) budget for the external review of grant applications or grantee applicant recruitment. The budget does show FY 2020 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 2020. All SAR staff will remain on staff through pay period 12 2020 to support the Wilson Center Residential Fellows Class of 2019-2020 funded with FY 2019 appropriated funds. The majority of the SAR staff should receive an annual leave payouts in FY 2020, while three SAR employees are expected to remain in pay status through PP25 2020 (FY 2021) to assist with the Federal audit and other closing/transiting activities. Their annual leave payout will need to be paid in FY 2021.

PUBLIC SERVICE & FELLOWSHIP PROGRAM
(Dollars in Thousands)

SUMMARY	FY 2018 APPROPRIATION	FY 2019 APPROPRIATION	FY 2020 President's PROPOSED
PERSONNEL (compensation & benefits)	\$ 2,491	\$ 2,373	\$ 2,421
CONFERENCE & RESEARCH SUPPORT	45	65	37
EMERGING FOREIGN POLICY ISSUES	200	150	120
FELLOWSHIP PROGRAM	1,240	1,500	
PUBLIC POLICY FELLOWS	168	170	
DISTINGUISHED FELLOWS	235	180	
TOTAL	\$ 4,379	\$ 4,438	\$ 2,578
FTE	16	14	13

OBJECT CLASS	FY 2018 APPROPRIATION	FY 2019 APPROPRIATION	FY 2020 President's PROPOSED
SALARIES	\$ 1,917	\$ 1,885	\$ 1,825
BENEFITS	574	488	596
TRAVEL AND TRANSPORTATION OF PERSONS	59	79	27
PRINTING AND REPRODUCTION (including electronic)	56	56	30
GRANTS/STIPENDS	1,643	1,800	
TRAINING - AGENCY MISSION RELATED	20	20	16
OTHER CONTRACTURAL SERVICES (tech./prof., honoraria, temp., exhibit)	110	110	84
TOTAL	\$ 4,379	\$ 4,438	\$ 2,578

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. The Public Service staff will remain through PP12 2020 to assist with the 2019/2020 Residential Fellows Class. This phase-out plan does not request funding for Wilson Center Public Service staff beyond pay period 12 2020 with the exception of five staff members. These staff members include the V.P. of Programs as well as two 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 2018 APPROPRIATION	FY 2019 APPROPRIATION	FY 2020 President's PROPOSED
PERSONNEL (compensation & benefits)	\$ 2,064	\$ 2,081	\$ 2,062
OPERATING (non-compensation)	2,378	2,252	1,044
TOTAL	\$ 4,442	\$ 4,333	\$ 3,106
FTE	16	17	16

OBJECT CLASS	FY 2018 APPROPRIATION	FY 2019 APPROPRIATION	FY 2020 President's PROPOSED
SALARIES	\$ 1,549	\$ 1,598	\$ 1,516
BENEFITS	515	483	546
TRAVEL AND TRANSPORTATION OF PERSONS	70	75	62
COMMUNICATION/UTILITIES/POSTAGE	101	102	73
RENTAL OF EQUIPMENT, SOFTWARE & FURNITURE	17	24	20
PRINTING AND REPRODUCTION (including electronic)	1	1	1
TRAINING - AGENCY MISSION RELATED	91	94	91
IT SUPPORT SERVICES, MAINTENANCE, & REPAIR	326	309	300
NON-IT MAINTENANCE & REPAIR	40	57	10
INTER AGENCY AGREEMENTS	60	60	60
OTHER CONTRACTURAL SERVICES (tech./prof., honoraria, temp., exhibit)	462	474	272
SUPPLIES AND MATERIALS	83	90	62
PUBLICATIONS & FORMS	1	1	
EQUIPMENT/SOFTWARE/FURNITURE/FIXTURES	1,126	965	93
TOTAL	\$ 4,442	\$ 4,333	\$ 3,106

The FY 2020 General and Administrative (G&A) table presented above shows the reductions in infrastructure funding, specifically furniture and equipment. The majority of the G&A budget request for FY 2020 should stay in place to serve the on-site Fellows as well as the Center's administrative staff, who must stay through the completion of the Federal FY 2020 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 2020 budget and will need to be part of the FY 2021 budget plan. The Center operates a relatively lean administrative infrastructure and will need to retain the majority of its G&A staff, including Human Resources, Information

Technology, Support Operations, Executive Office, and the Financial Management Office through PP25 2020. The budget cost associated with the G&A salary and benefit expenses through PP19 2020 are included in this budget request. The anticipated expenditures in FY 2021 through PP25 2020 and annual leave payouts are not reflected in this budget.

SMITHSONIAN INSTITUTION SERVICE FEE
(Dollars in Thousands)

SUMMARY	FY 2018 APPROPRIATION	FY 2019 APPROPRIATION	FY 2020 President's PROPOSED
PERSONNEL (compensation & benefits)	-	-	-
OPERATING (non-compensation)	\$ 330	\$ 343	\$ 350
TOTAL	\$ 330	\$ 343	\$ 350
<i>FTE</i>	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>

OBJECT CLASS	FY 2018 APPROPRIATION	FY 2019 APPROPRIATION	FY 2020 President's PROPOSED
Purchases – Goods & Services from Government Agencies	\$ 330	\$ 343	\$ 350
TOTAL	\$ 330	\$ 343	\$ 350

The Wilson Center has not received the FY 2020 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 2018 APPROPRIATION	FY 2019 APPROPRIATION	FY 2020 President's PROPOSED
PERSONNEL (compensation & benefits)	\$ 827	\$ 770	\$ 737
OPERATING (non-compensation)	713	678	196
TOTAL	\$ 1,540	\$ 1,448	\$ 933
FTE	6	6	4.5

OBJECT CLASS	FY 2018 APPROPRIATION	FY 2019 APPROPRIATION	FY 2020 President's PROPOSED
SALARIES	\$ 598	\$ 575	\$ 558
BENEFITS	229	195	179
TRAVEL AND TRANSPORTATION OF PERSONS	1	2	1
COMMUNICATION/UTILITIES/POSTAGE	1	1	1
PRINTING AND REPRODUCTION (including electronic)	32	34	15
TRAINING - AGENCY MISSION RELATED	1	2	6
IT SUPPORT SERVICES, MAINTENANCE, & REPAIR	33	36	30
NON-IT MAINTENANCE & REPAIR	34	33	30
OTHER CONTRACTURAL SERVICES (tech./prof., honoraria, temp., exhibit)	579	529	100
SUPPLIES AND MATERIALS	28	29	5
RECRUITING/ADVERTISING/PUBLIC ANNOUNCEMENTS		2	4
EQUIPMENT/SOFTWARE/FURNITURE/FIXTURES	4	10	4
TOTAL	\$ 1,540	\$ 1,448	\$ 933

Five of the Wilson Center positions within the Outreach/External Relations function will remain filled through PP12 2020 and one staff member will remain through PP25 2020 for preparation of audit work papers and transition activities. The Center's website and A/V services are supported by significant Federal funds in this category. This FY 2020 phase-out plan significantly reduces the 'non-salary and benefit' support for outreach activities.

BUILDING REQUIREMENTS
(Dollars in Thousands)

SUMMARY	FY 2018 APPROPRIATION	FY 2019 APPROPRIATION	FY 2020 President's PROPOSED
PERSONNEL (compensation & benefits)	-	-	-
OPERATING (non-compensation)	122	125	50
TOTAL	122	125	50
<i>FTE</i>	N/A	N/A	N/A

OBJECT CLASS	FY 2018 APPROPRIATION	FY 2019 APPROPRIATION	FY 2020 President's PROPOSED
OPERATION & MAINTENANCE OF FACILITIES	122	125	50
TOTAL	122	125	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 PP25 2020 (FY 2021). The usual building facilities maintenance and repairs will need to continue throughout FY 2020. This phase-out budget line was reduced to eliminate replacement/upkeep for aged and soiled facilities.

SUMMARY

The Wilson Center appropriation for FY 2019 is \$12 million. This \$8.139 million FY 2020 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. Our institution has increased its relevance and extended its reach, and is confident we will further increase our impact with sufficient resources.