

 National Endowment for the Arts

COMMERCIAL ACTIVITIES INVENTORY - FY 2001

ORGANIZATIONAL UNIT (a)	STATE (b)	LOCATION (c)	FTE (d)	ACTIVITY/ FUNCTION CODE (e)	REASON CODE (f)	YEAR FIRST APPEARED (g)	RESPONSIBLE OFFICIAL/CONTACT (h)	YEAR OF COST COMPARISON/CONVERSION (i)	FTE SAVINGS (j)	DOLLAR SAVINGS (k)	POST-MEO REVIEW DATE (l)
Office of Information & Technology Management	DC	OPO	0.5	W500	C	2000	Mike Burke Chief Information Officer 202/682-5497	N/A	N/A	N/A	N/A
"	"	"	0.5	W501	"	2000	"	"	"	"	"
"	"	"	1	W824	"	1999	"	"	"	"	"
"	"	"	2	W825	"	1999	"	"	"	"	"
"	"	"	1	W827	"	2000	"	"	"	"	"
"	"	"	2	W829	"	2000	"	"	"	"	"
TOTAL			7								

Notes on responses

- (c) - "OPO" is the Old Post Office building, 1100 Pennsylvania Ave., NW, Washington, DC, where Endowment offices are located.
- (d) - The FTE ("full-time equivalent") total of the Endowment's Federal employees during FY 2001 ranged about 150-155.
- (e) - Activity/Function Code W = Automatic Data Processing. W500 = Data maintenance, W501 = Report processing/production, W824 = Data processing services, W825 = Maintenance of ADP equipment, W827 = Software services, W829 = Client services.
- (f) - C = Activity is performed by Federal employees, but has been specifically made exempt from the provisions of OMB Circular A-76.
- (i) - Given 10 or fewer FTEs reported in column (d), a cost comparison was not required.
- (j) - No cost comparison was done, therefore FTE savings are reported as "N/A."
- (k) - No cost comparison was done, therefore \$ savings are reported as "N/A."
- (l) - No MEO (most efficient organization) was established, thus no post-MEO review was conducted.