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Budget

SMITHSONIAN INSTITUTION

Budget Justifications for the Fiscal Year 1975

Submitted to the Committees on Appropriations
Congress of the United States



January 1974

SMITHSONIAN INSTITUTION

FISCAL YEAR 1975 ESTIMATES OF APPROPRIATIONS

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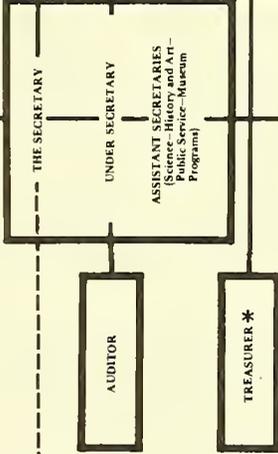
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SMITHSONIAN INSTITUTION

BOARD OF REGENTS

NATIONAL GALLERY OF ART
(Under Separate Board of Trustees)
JOHN F. KENNEDY CENTER FOR PERFORMING ARTS
(Under Separate Board of Trustees)

SMITHSONIAN RESEARCH FOUNDATION



BOARDS AND COMMISSIONS

Advisory Board of the Cooper-Hewitt Museum of Decorative Arts and Design

Advisory Council for the National Museum Act

Archives of American Art Board of Trustees

Board of Trustees of the National Air and Space Museum and Sculpture Garden

Board of Trustees of the National Air and Space Museum

Advisory Board of the National Portrait Gallery

National Board of the Smithsonian Association

National Collection of Fine Arts Commission

National Portrait Gallery Commission

Smithsonian Council

Smithsonian Council on Cultural Resources

Smithsonian Council on Currency Program

Smithsonian Council on Exhibitions

Smithsonian Council on International Activities

Smithsonian Council on Public Service

Smithsonian Council on Research and Education

Smithsonian Council on Travel and Exhibition Service

BUREAUS AND ACTIVITIES

WOODROW WILSON INTERNATIONAL CENTER FOR SCHOLARS
(Under Separate Board of Trustees)

SCIENCE

Center for the Study of Man

Chesapeake Bay Center for Environmental Studies

Fort Pierce Bureau

National Air and Space Museum

National Air and Space Museum Advisory Board

National Zoological Park

Office of Environmental Sciences

Radiation Biology Laboratory

Smithsonian Astrophysical Observatory

Smithsonian Center for Tropical Research

Smithsonian Tropical Research Institute

HISTORY AND ART

Archives of American Art

Cooper-Hewitt Museum of Decorative Arts and Design

Freer Gallery of Art

Hirshhorn Museum and Sculpture Garden

Office of International Activities

National Armed Forces Museum Advisory Board

National Collection of Fine Arts

Renwick Gallery

National Museum of History and Technology

National Portrait Gallery

Office of Academic Studies

Office of Seminars

Smithsonian Archives

PUBLIC SERVICE

Anacostia Neighborhood Museum

Division of Performing Arts

Office of Elementary and Secondary Education

Office of International Activities

Office of International Affairs

Smithsonian Association

Smithsonian Institution Press

Smithsonian Magazine

MUSEUM PROGRAMS

Central Office of Exhibits

Conservation Analytical Laboratory

National Museum Act Programs

Office of Museum Programs

Office of the Registrar

Smithsonian Libraries

Smithsonian Institution Traveling Exhibition Service

* FINANCIAL SERVICES

Accounting

Business Management

Belmont Conference Center

Smithsonian Museum Shops

Investments

Programming and Budget

** SUPPORT ACTIVITIES

Buildings Management

Contracts

Equal Opportunity

Information Systems (ADP)

International Exchange Service

Management Analysis

Personnel Administration

Photographic Services

Protection Services

Supply

Travel Services

APPROVED MAY 10, 1975

S. Dillon Ripley

S. DILLON RIPLY
SECRETARY

SMITHSONIAN INSTITUTION

FISCAL YEAR 1975 ESTIMATES OF APPROPRIATIONS

GENERAL STATEMENT

Organization and Performance

Founded in 1846, the Smithsonian Institution is an independent establishment devoted to public education, basic research, and national service in the arts, sciences, and history. Centered on the Mall in Washington, D. C., it also operates major facilities and activities elsewhere in Washington, across the country, and overseas.

One of the world's leading research centers, the Smithsonian is also the world's largest museum complex, attracting, with the Zoo, more than twenty million visitors yearly as well as additional millions who view traveling exhibits. As custodian of the national collections, it possesses more than seventy million objects and specimens, about three percent of which are on public display while the rest are available for scholarly research by Smithsonian staff and many hundreds of visiting students, scientists, and historians each year.

The Smithsonian complex consists of ten major exhibition buildings in the fields of science, history, technology, and art, including the recently acquired Hillwood estate; a zoological park; a preservation and storage facility at Silver Hill, Md.; a conference center at Elkridge, Md.; two natural preserves, in Panama and on the Chesapeake Bay; the innovative Anacostia Neighborhood Museum which operates in a low-income area of the city in cooperation with the local community; an oceanographic sorting center in Tunisia, whose work parallels the programs of the Institution's oceanographic center in Washington; an observatory at Mt. Hopkins, Ariz.; and supporting administrative, laboratory, and storage areas.

A wide range of programs is conducted in cooperation with other institutions, universities, and government agencies here in the United States and on every continent. Many of the research projects in nations abroad are funded through the use of excess foreign currencies. More than 1,000 research publications, exhibit catalogues, education pamphlets, information leaflets, etc. were prepared in the past year. Other communication activities include radio, television, motion picture programs, and the successful new magazine, Smithsonian, which now has over 500,000 subscribers.

Program emphasis in FY 1975 will be concentrated on the following activities: opening the Hirshhorn Museum and Sculpture Garden by the fall of 1974; preparation for the Institution's participation in the Washington, D. C., American Revolution Bicentennial effort as well as scholarly efforts and traveling exhibits that will have national significance; building construction, research, collections restoration, and exhibits preparation pointing towards the opening of the National Air and Space Museum on July 4, 1976; and the continuing phased implementation of the Master Plan for the National Zoological Park.

Management Effectiveness

During FY 1974 several significant changes to the internal organizational alignment of the Institution have been accomplished. These actions are designed to increase management effectiveness (utilizing existing manpower and dollar resources) by aligning related or complementary functions or by strengthening the ability of certain major museums and galleries to administer directly key aspects of their programs. Notable among these changes are the following:

--Transfer of personnel and associated resources from the Office of Exhibits Programs to the National Museum of History and Technology, National Museum of Natural History, and National Air and Space Museum to help meet the ongoing and expanding exhibits programs of these national museums. A small Office of Exhibits Central has been retained to provide certain specialized and other services.

--Reorganization of the Buildings Management Department to form the Office of Facilities Planning and Engineering Services (OFPES) and the Office of Plant Services (OPLANTS). Planning and design, engineering, architectural, and construction supervision functions have been concentrated in OFPES to permit more effective development, review, and management of alteration, renovation, and construction projects. Responsibility for the physical maintenance and operation of buildings and facilities has been centered in the Office of Plant Services. This office's custodial and labor forces, however, have been administratively assigned to the museum and office directors who have direct responsibility for the condition of the buildings.

--Transfer of elevator operators from the Buildings Management Department to the Office of Protection Services to strengthen the latter's ability to control access to non-public areas.

--Transfer of the mail and messenger staff from the Office of the Registrar to OPLANTS in order to align them more closely with necessary vehicle services.

--Transfer of Elementary and Secondary Education personnel and resources to the National Museum of Natural History, the National Museum of History and Technology, the National Air and Space Museum, the National Collection of Fine Arts, and the National Portrait Gallery to permit the respective directors to provide greater direction and focus in the development of educational programs. A small central office will provide overall coordination as a broad service to the public.

--Incorporation of the Print Shop (formerly under the Smithsonian Institution Press), the Duplicating Section, and the Photographic Services Division to form the Office of Printing and Photographic Services. This action was taken to centralize in-house reproduction capabilities.

Consolidation of Appropriation Accounts

At the request of the Office of Management and Budget, the Smithsonian has consolidated several appropriation accounts. The Science Information Exchange has been incorporated into the Salaries and Expenses account. The three separate construction accounts--Restoration and Renovation of Buildings; Construction and Improvements, National Zoological Park; and Construction--have been combined to form a single, new account entitled Construction, Restoration, Repair, and Improvements.

For FY 1975 the Institution is requesting the following appropriations:

	1974 Appropriations	Requested 1974 Supplemental	Requested 1975 Increase	1975 Estimates
Salaries and Expenses:	\$57,088,000	\$3,203,000	\$11,268,000	\$71,559,000
Salaries and Expenses	55,438,000	3,158,000	11,193,000	69,789,000
Science Information Exchange	1,650,000	45,000	75,000	1,770,000
Special Foreign Currency Program	4,500,000	-0-	-0-	4,500,000
Construction, Restoration, Repair, and Improvements:	21,860,000	-0-	-535,000	21,325,000
Construction and Improvements, National Zoological Park	3,790,000	-0-	6,210,000	10,000,000
Restoration and Renovation of Buildings	1,070,000	-0-	255,000	1,325,000
Construction (Appropriation to Liquidate Contract Authority)	17,000,000	-0-	-7,000,000	10,000,000
Total	\$83,448,000	\$3,203,000	\$10,733,000	\$97,384,000

Highlights of the budget requests are as follows:

A. Salaries and Expenses

<u>1973 Appropriation</u>	<u>1974 Estimate</u>	<u>1975 Estimate</u>
\$53,233,000	\$60,291,000	\$71,559,000

This appropriation provides for the regular operating programs in the museums, galleries, zoological park, research laboratories, and other program units; for special programs of an Institution-wide nature (such as the American Revolution Bicentennial program); and for program support activities. This funding is allocated by major groups as follows: (Organizational allocation appears on pages A-2 and A-3.)

	<u>1974 Base</u>	<u>Requested Increase</u>	<u>1975 Estimate</u>
Science.....	\$23,760,000	\$3,113,000	\$26,873,000
History and Art.....	8,696,000	619,000	9,315,000
Public Service.....	2,123,000	218,000	2,341,000
Museum Programs.....	4,510,000	1,029,000	5,539,000
Special Programs.....	3,110,000	2,503,000	5,613,000
Administration, Protec- tion, and Support.....	9,127,000	1,844,000	10,971,000
Plant Services.....	8,965,000	1,942,000	10,907,000
Totals	\$60,291,000	\$11,268,000	\$71,559,000

In February 1973 an annual conference was initiated by Smithsonian management to define goals and priorities. One of the important outcomes was the determination that

the capabilities of many of the administrative and technical support activities and functions, e.g., conservation, libraries, registration, and data processing, have not kept pace with growing program performance demands. As a result, productive efforts in such areas as research, curation, and exhibition have been made more difficult and in some cases impossible. Accordingly, the decision was made to defer all but essential program growth, almost entirely associated with the Bicentennial effort, in order to make a concerted effort in FY 1975 to correct the imbalance of funds available for support services.

Major purposes to be served by the requested funding increase include:

1. Support Increases: \$4,744,000

- Registration - to permit proper and efficient registration of accessions to the collections and recording of original documents and to ensure prompt handling of public inquiries many of which relate to collections (\$134,000)
- Conservation - to establish sufficient capability for specialized treatment and analytical services required to prevent deterioration and loss of the collections and to increase technician support for the physical maintenance of the collections (\$458,000)
- Libraries - to permit the acquisition and processing of library materials required to serve increasing research and exhibit efforts (\$491,000)
- Automatic Data Processing - to increase the application of computer technology in the scientific research and collections management areas (\$163,000)
- Photography - to provide an improved capability for the microfilming of Institution documents and the production of prints and slides requested by scientists, curators, and the public (\$68,000)
- Printing and Reproduction - to provide editorial assistance for the production of exhibit catalogues and research publications and to fund the increase in printing costs resulting from inflation and larger volume (\$178,000)
- Archives - to improve capabilities for identifying, preserving, and maintaining materials necessary for documenting Smithsonian history and objects and specimens in the collections (\$130,000)
- Public Orientation and Education - to expand the Institution's outreach efforts and its ability to provide educational materials, tours, etc. (\$246,000)
- Protection - to provide adequate protection and security of buildings, exhibits, collections, and visitors (\$777,000)
- Buildings and Facilities Management - to fund custodial, maintenance, and transportation requirements (\$1,384,000)
- General Administration - to provide assistance in executive management, purchasing, property control, personnel, accounting, legal matters, facilities planning and engineering, and supportive clerical work (\$715,000)

2. Program Increases (Bicentennial Related): \$3,599,000

- Preparation of exhibits, scholarly projects, and national outreach activities for the American Revolution Bicentennial (\$2,506,000)
- Research and exhibits planning and preparation for the new National Air and Space Museum (\$1,093,000)

3. Program Increases (Other): \$25,000

- Additional grants under the National Museum Act in behalf of the museum profession (\$99,000)
- Program offsets in the Hirshhorn and Major Exhibition programs (-\$74,000)

4. Uncontrollable Increases: \$2,900,000

- The projected higher cost of current employees caused by legislated pay raises, periodic step increases, extra work day, and higher Social Security costs for General Schedule and Wage board employees (\$1,856,000)
- The additional cost of space currently provided by the General Services Administration (pursuant to the Public Buildings Amendments of 1972) and the cost of additional space requirements (\$964,000)
- Postage indicia rate increases and related insurance costs on non-Smithsonian property, when required by the lender (\$80,000)

B. Special Foreign Currency Program

<u>1973 Appropriation</u>	<u>1974 Appropriation</u>	<u>1975 Estimate</u>
\$3,500,000	\$4,500,000	\$4,500,000

This appropriation will provide level funding to continue a program of grants to United States institutions for field research in those countries where "excess" local currencies are available. Research will be performed in the following general areas of Smithsonian Institution interest and competence: archeology and related disciplines, systematic and environmental biology, astrophysics and earth sciences, and museum programs. In addition funds are included for the second of four annual payments, each of \$1,000,000 equivalent in "excess" Egyptian pounds, to UNESCO's international campaign to preserve archeological monuments in Nubia.

C. Construction, Restoration, Repair, and Improvements

<u>1973 Appropriation</u>	<u>1974 Appropriation</u>	<u>1975 Estimate</u>
\$18,689,000	\$21,860,000	\$21,325,000

- Construction and Improvements, National Zoological Park (\$10,000,000) - Continued phased implementation of the approved Master Plan by construction of the Elephant House and Bird House environs, planning and initial construction phases of the general service and parking facility, construction of the education and administration building, planning of future projects, and buildings and facilities repairs
- Restoration and Renovation of Buildings (\$1,325,000) - Mt. Hopkins Observatory power, road, and water improvements; National Zoological Park Animal Conservation Center repairs and modifications; History and Technology Building and Natural History Building fire control systems; Arts and Industries Building renovation; South Yard visitor improvements, and other repairs and improvements to buildings and facilities
- Construction (\$10,000,000) - Appropriation to liquidate contract authority

Details on each of these operating and construction programs appear in the following sections of this budget.

Tab A

SALARIES AND EXPENSES

SMITHSONIAN INSTITUTION

SALARIES AND EXPENSES

Summary of Increase

S&E Appropriation Act, FY 1974	\$55,438,000
S&E Proposed Supplemental, FY 1974	3,158,000
SIE Appropriation Act, FY 1974	1,650,000
SIE Proposed Supplemental, FY 1974	<u>45,000</u>
Base for FY 1975	\$60,291,000
FY 1975 Request	<u>71,559,000</u>
Requested Increase	\$11,268,000

Page No.	Unit	1973 Actual		1974 Estimate		1975 Estimate		Analysis of Increase					
		Pos.	Amount	Pos.	Amount	Supple- mental	Total	Pos.	Amount	Pos.	Amount	Uncontrol- able	Program
<u>Museum Programs</u>													
A-67	Ass't Secretary for Museum Programs	9	296	9	321	16	337	12	413	3	413	7	69
A-69	Conservation-Analytical Laboratory	14	263	19	361	16	377	26	571	7	571	9	185
A-71	Office of Exhibits Central	59	2,314	69	1,174	73-2	1,247	69	1,285	-	1,285	38	-
A-72	Office of the Registrar	17	221	17	245	14	259	23	347	6	347	10	78
A-74	Smithsonian Institution Libraries	63	1,034	65	1,107	71-1	1,178	86	1,673	21	1,673	38	457
A-77	Traveling Exhibition Service	-	25	5	75	1	76	5	77	-	77	1	-
A-80	National Museum Act	3	793	3	899	2	901	3	1,000	-	1,000	-	99
A-82	Smithsonian Archives	7	108	7	126	9	135	10	173	3	173	4	34
	Subtotal Museum Programs	172	5,054	194	4,308	202-3	4,510	234	5,539	40	5,539	107	922
<u>Special Programs</u>													
A-85	Amer Revolution Bicentennial Prog	2	754	2	1,715	13	1,728	2	4,236	-	4,236	2	2,506
A-87	Environmental Sciences Program	8	272	8	175	7	182	8	185	-	185	3	-
A-88	Major Exhibition Program	-	910	-	108	-	108	-	80	-	80	-	-28
A-89	Academic and Educational Programs	23	684	13	619	23	642	13	662	-	662	14	6
A-91	Research Awards Program	-	450	-	450	-	450	-	450	-	450	-	-
	Subtotal Special Programs	33	3,070	23	3,067	43	3,110	23	5,613	-	5,613	19	2,484
<u>Administrative & Support Activities</u>													
A-92	Office of the Secretary	27	655	30	605	49	654	33	736	3	736	19	63
A-93	Office of the General Counsel	10	230	11	222	20	242	13	295	2	295	7	46
A-94	Office of the Treasurer	35	725	36	788	36-1	824	42	1,103	6	1,103	101	178
A-96	Office of Personnel Administration	33	495	33	483	38-1	521	36	620	3	620	18	81
A-98	Office of Audits	6	142	8	138	12	150	9	170	1	170	5	15
A-99	Office of Equal Opportunity	3	89	5	93	8	101	5	104	-	104	3	-
A-100	Printing and Photographic Services	36	625	37	703	50-1	753	42	835	5	835	21	61
A-102	Information Systems Division	17	319	18	349	32-1	381	22	463	4	463	11	71
A-105	Supply Division	21	392	23	425	25-1	450	25	503	2	503	13	40
A-106	Management Analysis Office	10	192	11	187	16	203	12	225	1	225	7	15
A-107	Office of Protection Services	355	3,965	400	4,156	259-5	4,415	482	5,363	82	5,363	209	739
A-110	Facilities Planning & Eng Services	20	390	20	403	30	433	23	554	3	554	10	111
A-112	Office of Plant Services	492	7,733	529	8,508	457-1	8,965	614	10,907	85	10,907	1,242	700
	Subtotal Admin & Support Act	1,065	15,952	1,161	17,060	1,032	18,092	1,358	21,878	197	21,878	1,666	2,120
	Total	2,699	53,233	2,880	57,088	3,203	60,291	3,232	71,559	352	71,559	2,900	8,368

170
 1372
 202
 2050
 2880
 2060
 2132
 2148
 836
 170
 352

SMITHSONIAN INSTITUTION

UNCONTROLLABLE INCREASES

The following additional funds are requested for largely uncontrollable costs resulting primarily from legislation. A total of \$2,900,000 is requested for the following increased costs:

Necessary Pay and Related Benefits	\$1,856,000
Space Rental	\$964,000
Postage Indicia Rate Increase	\$80,000

Necessary Pay and Related Benefits, \$1,856,000 - This funding of \$1,856,000 is for personnel compensation and personnel benefits for the projected higher costs in FY 1975 of the FY 1974 staff. These increases accrue to employees because of legislated pay raises and within-grade step increases; an additional paid work day; and higher social security payments on the part of the employer. A chart showing Necessary Pay by organizational unit is located on page A-8. These costs are calculated on a position-by-position analysis. The cost has been reduced by such factors as turnover and lapse savings. Absorption of these costs reduces the funds available for spending in other object classes. This can seriously handicap programs. In FY 1974 the Smithsonian Institution did absorb \$284,000 of its necessary pay requirements. Since this absorption diverts funds permanently into personnel compensation and benefits, it is not possible to fund any of the necessary pay in FY 1975 without curtailing spending in other objects. This would be particularly difficult at a time when funds are being sought to strengthen support areas and the Bicentennial program.

(1) Annualization of Pay Increases (\$789,000) - The FY 1974 proposed supplemental appropriation is in the amount of \$3,203,000 (\$3,158,000 for Salaries and Expenses and \$45,000 for Science Information Exchange). Included in the supplemental is \$2,517,000 for the General Schedule (GS) employees. The annual cost of the January 1973 GS increase was \$1,550,000. The part-year cost of the October 1973 GS increase was \$967,000. Also included in the proposed supplemental is \$641,000 for Wage board increases. This includes the following wage actions: \$221,000 for additional costs for the October 1972 and April 1973 Wage raises which were underestimated in the FY 1974 estimates because of their timing and \$420,000 for the October 1973 Wage increase. A distribution of the supplemental by organization unit is found on pages A-2 and A-3.

A request is being made to fund the costs of the October 1973 General Schedule and Wage raises on an annual basis in FY 1975.

General Schedule: The General Schedule pay raise which was effective October 14, 1973, must be annualized in FY 1975. Funds are sought to finance the costs of this raise from July 1 through October 13. With the \$967,000 requested in the supplemental for FY 1974 and the \$589,000 requested here, the cost of this raise is \$1,556,000.

Wage: The Wage pay raise which was effective October 28, 1973, must also be annualized in FY 1975. The Smithsonian Institution employes over 760 Wage employees. Prevailing practices call for the Wage pay scales to be reviewed periodically by the Civil Service Commission to determine how they compare to wages paid similar private employees in the same geographical area. In the Washington area this has resulted in the Wage employees receiving a pay increase in about October of each year. It was found this past October that employees in Wage grades 1 through 3 were being underpaid 50 cents per hour. Many of the janitor and custodial personnel are in these grades. There are 269 employees currently in these grades. This has added considerably to the cost of this raise. An amount of \$200,000 is required to annualize funding.

(2) Step Increases (\$884,000) - In any one fiscal year, the costs of periodic step increases are doubly felt. First, is the additional cost of financing the full-year costs of the periodics granted in the previous year; and second, the additional costs of new periodic increases granted.

General Schedule: The Government Employees Salary Reform Act of 1964, Public Law 88-426, provides for General Schedule employees to receive increases in pay at periodic intervals. Such an increase must be granted unless an employee is not performing at an acceptable level of competence. A negligible number of within grades are withheld each year. Provisions in the same law provide for outstanding performance by any employee to be recognized by a "quality step". An average of 150 employees are so designated each year. The average grade for General Schedule employees at the Smithsonian is 8.3. The cost of a within-grade in General Schedule grade 8 is currently \$399 including personnel benefits. This request averages only \$351 per employee. Some 2,100 employees are involved in this review. About \$734,000 is required.

Wage: Periodic increases in pay for Wage employees are accorded by law and prevailing practices. The "steps in grade" stopped at step 3 until FY 1973 when they were extended to include 5 steps. This will mean that the costs of these actions will increase as more people will be receiving them for a longer period before reaching the top of the grade. In FY 1973 employees in step 3 went to step 4. The waiting period between steps is two years. Therefore, a large number of employees, estimated at over 300, will go to step 5 in FY 1975. Wage board steps cannot be denied an employee who has spent the time in grade. An amount of \$150,000 is required.

(3) Extra Work Day (\$153,000) - Employees' normal yearly compensation is based on being paid for 260 days per year. Some years have 261 work days and when leap year occurs there are 262. FY 1975 will have 261 work days; therefore, additional funding of \$153,000 is required to finance employees' salaries and benefits for that additional paid day.

(4) Social Security Benefits - Employer's Contribution ^(416,000) ~~(\$30,000)~~ - New provisions to the law will have two effects on the employer's contribution for these benefits. First, as of January 1, 1974, the salary amount covered by the law has been increased from \$10,800 to \$12,000. Second, the percent of contribution on both the part of the employee and the employer has increased from 5.85 percent to 6.35 percent. About 300 employees are covered by Social Security during any year. These employees are temporary and therefore do not pay into the Civil Service Retirement Funds. The average cost is about \$100 per employee. Additional costs to the Smithsonian are estimated at ~~\$30,000~~. ^(416,000)

Space Rental, \$964,000 - An appropriation of \$964,000 is requested to fund obligations pursuant to the Public Buildings Act of 1972, Public Law 92-313 or for equivalent space as best serves the needs of the Institution. Of this amount, \$724,000 represents the General Services Administration's estimate of the net additional cost of space now provided by or through them. The balance, \$240,000, represents an estimate of the cost of additional space requirements but is included in this request for purposes of consolidated presentation.

All Smithsonian museums and galleries, and most of its other research and collections management facilities, are independently administered by the Institution under its Board of Regents. Some additional space, also directly administered by the Institution, is rented directly from commercial sources. As a third category, the Smithsonian occupies considerable space through the GSA in a number of buildings in Washington, D.C.; Rockville, Maryland; New York; and Alexandria, Virginia. These facilities consist of space controlled directly by GSA and special purpose space leased by GSA. In the past, GSA administered space was obtained by the Institution in one of several ways. First, GSA was reimbursed annually for payments to commercial owners. Second, Smithsonian appropriated funds for the cost of rent and utilities

were transferred permanently to the Public Buildings' appropriation. Over the past 15 years, these transfers have totaled \$248,000 for space still used by the Institution. Third, in three instances, space was provided by GSA at no charge to the Institution.

With the passage of the Public Buildings Act of 1972, the procedure has changed. The Public Buildings Service appropriation has been eliminated for FY 1975 without returning the funds previously transferred from the agencies. For the Smithsonian Institution this means a "loss" of \$248,000. All space users will now have to reimburse GSA for its costs (including rentals from commercial owners and its administration) and, in addition, make a contribution to establish a fund to finance possible future new construction by the Federal Government.

As shown in the table on page A-9, the total amount of the reimbursement required by GSA in FY 1975 will be \$978,000 of which \$254,000 is currently available to the Institution. The balance of \$724,000 is requested in the FY 1975 appropriation.

Although the Smithsonian sees the value of this plan for providing funding for future construction needs of the Federal Government, it is unlikely that the Smithsonian will benefit from this fund because of the specialized nature of its facilities and its well-established procedures through the Executive and Legislative branches to acquire new buildings.

There is an important additional consideration in presenting this budget request for review. A significant objective of the Public Building Fund is to create more effective use of space as a by-product of direct funding responsibility. This is also of prime importance to the Institution. It is the intention of the Institution in presenting this consolidated space rental funds request to apply the funds (either by continued use of some or all of the space now under GSA or by carefully choosing alternate space in the Washington, D. C. area or elsewhere) in such a way or ways that will best serve Institutional needs. In this selection process, maximum attention would be given to seeking adequate space in a single location in order to consolidate activities, thus resulting in more efficient operations. Indeed, an active search for space is now underway. Some financial advantages may result.

There are certain additional important space requirements which may be met by the space selection process outlined above, provided adequate funding is available to serve all needs. The funding request contains, in one instance, a half-year lease situation. The GSA Depot, Building #3, Alexandria, Virginia, is scheduled for transfer to the City of Alexandria in mid-FY 1975. Full-year replacement space funding will be required. Second, the National Air and Space Museum is now engaged in the production of exhibits for the new Air and Space Building. As each exhibit is completed and demonstrated, it is programmed for container storage in anticipation of its installation in the new building. A storage facility will be required for these exhibit "packages." Third, some additional or alternate space for program administration may be required in the budget year. An amount of \$240,000 is requested to meet these needs.

Postage Indicia Rate Increases, \$80,000 - Some 3,000,000 pieces of first-class mail are sent yearly (including considerable foreign mail). This includes answers to inquiries from government and private institutions and the general public and the announcement of various musical events, film showings, and special exhibitions. About \$240,000 is in the FY 1974 budget for mail costs at current rates. The cost of first-class postage is expected to be increased from eight to ten cents per ounce in mid-FY 1974. Costs will be absorbed this year. An amount of \$60,000 is sought for FY 1975. The costs of other first-class mailings and related insurance on non-Smithsonian property, when required by the lender, are also increasing. On a full-year basis, in FY 1975 these increases are expected to cost \$20,000.

Necessary Pay

FY 1975

(Dollars in thousands)

<u>Unit</u>	<u>Within Grades</u>	<u>Extra Day</u>	<u>Social Security</u>	<u>Wage</u>	<u>Annual GS-Oct</u>	<u>Total</u>
Assistant Secretary for Science.....	3	1			2	6
National Museum of Natural History.....	134	25			60	219
Smithsonian Astrophysical Observatory.....	16	6	1		19	42
Smithsonian Tropical Research Institute...	18	3		3	10	34
Radiation Biology Laboratory.....	8	3		5	10	26
Office of Environmental Sciences.....	7	2			10	19
Office of International Activities.....	4	1			2	7
Chesapeake Bay Center.....	6	1			2	9
National Air and Space Museum.....	34	6		3	18	61
Center for the Study of Man.....	5	1			2	8
National Zoological Park.....	40	13	5	27	101	186
Science Information Exchange.....					75	75
Assistant Secretary for History and Art...	3	1			3	7
National Museum of History & Technology...	71	12			35	118
National Collection of Fine Arts.....	29	4	1		10	44
National Portrait Gallery.....	16	2	1		7	26
Hirshhorn Museum and Sculpture Garden.....	14	2			4	20
Freer Gallery of Art.....	3	1			3	7
Archives of American Art.....	4	1			2	7
Nat'l Armed Forces Museum Advisory Board..	2					2
Assistant Secretary for Public Service....	2	1			2	5
Anacostia Neighborhood Museum.....	7	1		1	2	11
International Exchange Service.....	1	1		2	1	5
Division of Performing Arts.....	1	1	1	1	2	6
Office of Public Affairs.....	4	1			3	8
Smithsonian Institution Press.....	11	1			4	16
Assistant Secretary for Museum Programs...	4	1			2	7
Conservation-Analytical Laboratory.....	6	1			2	9
Office of Exhibits Central.....	23	3		3	9	38
Office of the Registrar.....	6	1			3	10
Smithsonian Institution Libraries.....	26	3			9	38
Smithsonian Institution Traveling Exhibition Service.....					1	1
National Museum Act.....						0
Smithsonian Archives.....	2	1			1	4
American Revolution Bicentennial Program..					2	2
Environmental Sciences Program.....	1		2			3
Major Exhibition Program.....						0
Academic and Educational Programs.....	11				3	14
Office of the Secretary.....	11	2			6	19
Office of the General Counsel.....	4	1			2	7
Office of the Treasurer.....	15	1			5	21
Office of Personnel Administration.....	12	2			4	18
Office of Audits.....	2	1			2	5
Office of Equal Opportunity.....	1	1			1	3
Office of Printing and Photo Services.....	4	2		5	10	21
Information Systems Division.....	6	1			4	11
Supply Division.....	9	1			3	13
Management Analysis Office.....	4	1			2	7
Office of Protection Services.....	151	17	9		32	209
Office of Facilities Planning and Engineering Services.....	4	2			4	10
Office of Plant Services.....	139	20	10	150	93	412
Total	884	153	30	200	589	1856

Federal Building Fund Space Cost Estimate

FY 1975

(Dollars Rounded)

<u>Space</u>	<u>Use of Space</u>	<u>SI Funding Available FY 1974</u>	<u>GSA Funding Requirement FY 1975</u>
1242 24th Street, N. W. Washington, D. C.	Exhibits production, publications distribution and exchange	None ^{/1}	\$184,000
701 Lamont Street, N. W. Washington, D. C.	Printing and storage of shops, library, and collection items	None ^{/2}	116,000
2405 Martin Luther King Ave. Washington, D. C.	Anacostia Neighborhood Museum	\$7,000	8,000
12441 Parklawn Drive Rockville, Maryland	Radiation Biology Laboratory	247,000	254,000
Washington Navy Yard Building 159 (partial)	Oceanographic Sorting Center	None	201,000
14th & Maine Ave., S. W. Liberty Loan Bldg. (partial)	Editing, performing arts, Armed Forces museum study, and international art activities	None	125,000
Building #3, Alexandria, Va.	General collections and administrative storage	None ^{/3}	80,000 ^{/4}
GSA Depot, New York <i>No longer used per Blitzer 3/5/74</i>	History and technology collections	None	10,000
		<hr/>	<hr/>
		\$254,000	\$978,000
	Funding difference		\$724,000

^{/1} \$57,000 transferred to GSA in FY 1959.
^{/2} \$88,000 transferred to GSA in FY 1962 and 1963.
^{/3} \$103,000 transferred to GSA in FY 1970 for full year.

} Total of \$248,000 no longer available to Smithsonian.

^{/4} One-half year. Replacement space will be required at an annualized cost.

OFFICE OF THE ASSISTANT SECRETARY FOR SCIENCE

1973 Actual..... \$198,000
 1974 Estimate..... \$143,000
 1975 Estimate..... \$159,000

(Dollars in thousands)	Base FY 1974	Increase Requested	Est. FY 1975
Number of Permanent Positions..	<u>7</u>	<u>1</u>	<u>8</u>
11 Personnel Compensation.....	124	15	139
12 Personnel Benefits.....	11	1	12
21 Travel & Trans. of Persons.	4		4
25 Other Services.....	2		2
26 Supplies and Materials.....	1		1
31 Equipment.....	<u>1</u>		<u>1</u>
Total	<u>143</u>	<u>16</u>	<u>159</u>
<u>Analysis of Increase</u>			
Necessary Pay.....		6	
Support Funds.....		<u>10</u>	

ABSTRACT - This office is responsible for overall planning, coordinating, and reviewing the progress of the fourteen science bureaus and programs within the Institution. An increase of one position and funding of \$10,000 is requested to meet the following support requirement: Public Orientation and Education - a science editor to bring the discoveries and achievements of the science bureaus to public attention. Necessary pay in the amount of \$6,000 also is being sought.

PROGRAM - The Office of the Assistant Secretary for Science advises and assists the Secretary in planning, implementing, and reviewing the progress of Smithsonian science programs. The bureaus reporting to the Assistant Secretary for Science are the National Museum of Natural History, the Radiation Biology Laboratory, the Tropical Research Institute, the National Zoological Park, the National Air and Space Museum, the Astrophysical Observatory, the Office of International Activities, the Office of Environmental Sciences, the Chesapeake Bay Center for Environmental Studies, the Center for the Study of Man, the Science Information Exchange, and the Fort Pierce Bureau. This office is also responsible for the administration of the Research Awards and the Environmental Sciences Programs.

JUSTIFICATION OF \$10,000 INCREASE (Public Orientation and Education) - The increase of activity in the science area requires a science editor (\$10,000) to devote full-time attention and render a wide-ranging variety of services to a group of science bureaus. The science editor will be responsible for documenting in popular form the scientific work at the Institution's Office of International Activities; Office of Environmental Sciences; Radiation Biology Laboratory; Tropical Research Institute; Fort Pierce Bureau; Chesapeake Bay Center for Environmental Studies; Center for Short-Lived Phenomena, which alerts the press, public, and scientific community to the occurrence of major geological and biological events; and the National Air and Space Museum's developing research and exhibit programs as this Museum prepares to occupy its new building on the Mall in 1976.

NATIONAL MUSEUM OF NATURAL HISTORY

1973 Actual.....\$6,389,000
 1974 Estimate.....\$7,589,000
 1975 Estimate.....\$8,004,000

(Dollars in thousands)	Base FY 1974	Increase Requested	Est. FY 1975
Number of Permanent Positions..	371	13	384
11 Personnel Compensation.....	5,878	316	6,194
12 Personnel Benefits.....	500	27	527
21 Travel & Trans. of Persons..	120	5	125
22 Transportation of Things....	5	1	6
23 Rent, Comm. & Utilities.....	21	1	22
24 Printing and Reproduction...	12	46	58
25 Other Services.....	421	4	425
26 Supplies and Materials.....	182	4	186
31 Equipment.....	450	11	461
TOTAL	7,589	415	8,004
<u>Analysis of Increase</u>			
Necessary Pay.....		219	
Support Funds.....		196	

ABSTRACT - The National Museum of Natural History (NMNH) serves as a center for the natural sciences. It maintains large reference collections and conducts identification and documentation, research, collections management, exhibits, and education--including collaborative projects with universities and other institutions of learning. An increase of 13 positions and \$196,000 is requested for FY 1975 to meet the following support requirements: (1) Conservation - 11 museum technicians (\$100,000) to provide additional assistance for the care of the collections which grow at a substantial rate and are utilized increasingly each year; (2) Archives - a clerk-typist (\$9,000) and additional funding of \$21,000 to expand a program of training and curation for Indians who will work with the National Anthropological Archives; (3) Printing and Reproduction - an increase of \$46,000 to fund the rising cost and increased volume of publication; and (4) Public Orientation and Education - a technical information specialist (\$20,000) to make more information available to the public concerning the Museum's holdings and programs. Necessary pay requirements are an additional \$219,000.

PROGRAM - This Museum serves as a national and international center for the natural sciences. It maintains the largest reference collections in the nation (over 60 million objects) and has the legal responsibility (20 U.S.C. 59) to serve as the ultimate Federal repository of all collections and objects of natural history, archeology, and ethnology made by agencies of the government when no longer needed by those agencies for investigations in progress. Additionally, the NMNH is the repository for numerous extremely valuable collections obtained from other sources, such as the scientific community and academic institutions, as well as many private individuals.

The scientists at the Museum conduct a broad program of basic research on man, plants, animals, fossil organisms, rocks, minerals, sediments, and materials from outer space. Their fundamental studies in systematics and biology are providing new information required for the solution of major problems of conservation, pollution, food production, improvement of medical knowledge, and for planning national and international programs leading to predictive ecology and environmental management.

The exhibits in the Museum attract over 3.5 million visitors each year, including many hundreds of thousands of school children in tours. In FY 1974, primary efforts in the exhibit area are being devoted to the production and installation of two core exhibits: "Ice Age Mammals and the Emergence of Man" and "It All Depends," an exhibit using new and innovative audio-visual techniques to graphically demonstrate principles of ecology. The Museum's education office provides assistance for elementary and secondary school groups, and many members of the scientific staff are involved in joint educational programs with universities by teaching courses, training graduate students, and conducting science seminars. The Museum also provides leadership in the improvement of museum techniques and collections management, especially through the application of computer technology.

JUSTIFICATION OF \$196,000 INCREASE:

Conservation - Beginning in FY 1972 the Museum undertook a long-range program designed to correct operational inefficiencies resulting from the shortage of support personnel. With the support of the OMB and the Congress significant improvements have been made but the original goal of three staff assistants for each scientist, as recommended in 1969 by the Office of Science and Technology Panel on Systematics and Taxonomy in the Federal Government, has not been achieved. At this time the ratio of support staff to scientific staff is only 1.56 to 1 (see table). For the past two years an interim target ratio of 2 to 1 has been set, as discussed in previous budget presentations. When that ratio has been achieved the entire staffing situation will be reevaluated and a determination made as to the specific needs for further increase of the support staff. A request for FY 1975 of 11 positions (\$100,000) is designed to achieve a ratio of 1.67 to 1. These additional support technicians will be used to improve the maintenance of the collections and prevent loss or damage to valuable specimens because of inadequate care.

Ratios of Man-Years of Effort Between Support and Professionals^{/1}

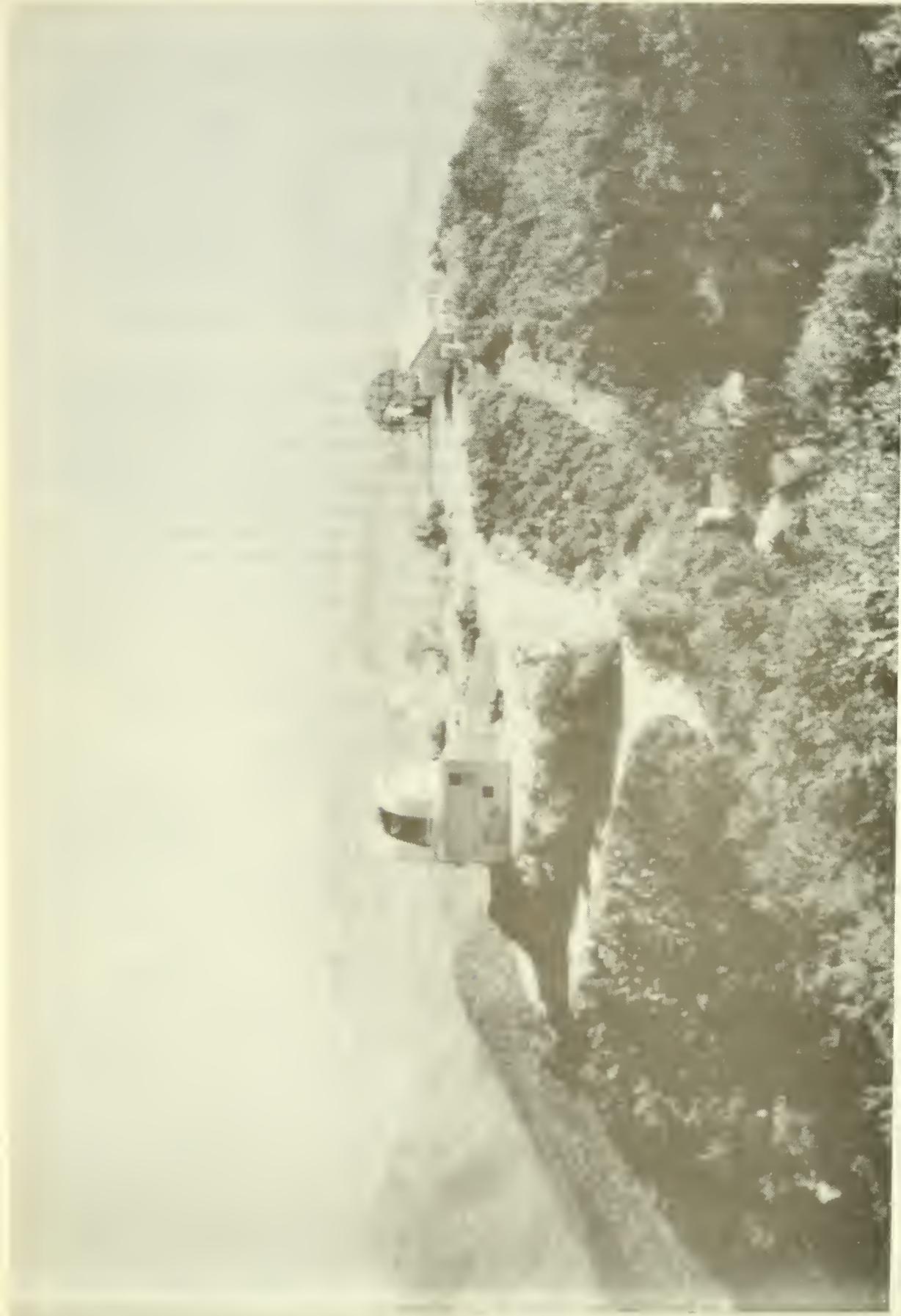
<u>FY</u>	<u>Support Staff</u>	<u>Scientists</u>	<u>Ratio</u>
1972/actual	154	108	1.43:1.00
1973/actual	169	111	1.52:1.00
1974/estimate	173	111	1.56:1.00
1975/estimate	184	111	1.67:1.00

^{/1} Ratios apply to personnel assigned directly to science support. They exclude personnel in EDP applications, Exhibits, Education, and NMNH director's office.

Archives - A clerk-typist (\$9,000) and additional funding of \$21,000 are needed to support a program of instruction and on-the-job training for American Indians selected by the various Indian tribal Councils to work at the National Anthropological Archives. Pilot efforts, using funds drawn from other Museum activities, have resulted in the training of 14 young Indians. Representatives of the Zuni, Navajo, Southern Ute, Crow, Nez Perce, Makah, Chippewa, Winnebago, and Quapaw have requested that qualified young Indian scholars receive this training. To provide such service within a reasonable period, efforts must be increased. This training will help the Indians develop, preserve and use the historical records of their own tribes, and better understand their own culture and heritage. In the course of their work, through their knowledge of tribal history and personalities, the trainees will contribute to a better understanding of the vast collections of Indian material in the Museum, accumulated over a period of more than one hundred years, and increase immeasurably the value of these collections to present and future scholars. The major portion of these new funds will be used to pay the travel and living expenses of the Indian students selected by their tribal Councils to receive the training at the Museum.

Printing and Reproduction - The results of the research by the staff of the Museum are made available to the scientific community by means of publication. In the first six months of FY 1974, the NMNH staff submitted for publication an equivalent of over 14,000 manuscript pages for the established series: Smithsonian Contributions to Botany, Earth Sciences, Paleobiology and Zoology. Printing for the series is accomplished through a Government Printing Office (GPO) contract arrangement with commercial printers. Current printing costs average \$14 per printed page, and this will increase by 8.4 percent in FY 1974 (per GPO circular letter #103 of 15 August 1973). Recent information from GPO has advised further that contract bidding will increase an additional 50 to 100 percent in FY 1975. The amount (approximately \$115,000) in the base of the Smithsonian Press for this work is insufficient to meet even FY 1974 needs. An increase of \$46,000 is requested to meet the rising cost and increased volume of production by the staff and permit timely publication of new science information.

Public Orientation and Education - One position (a technical information specialist) and \$20,000 are requested to provide educational and explanatory information about the Museum of Natural History to the public. Many of the exhibits and scientific studies conducted are of great interest and value to visitors and to the thousands who write and telephone to request information on a whole host of technical and scientific subjects. These people are representative of the large majority of our population which is not reached through scientific journals and scholarly publications. Museum guides, topical brochures, and other popular publications are needed to present accurate, easily readable information in the manner most helpful to this vast segment of the American people.



MOUNT HOPKINS, ARIZONA OBSERVATORY

Taken from Summit. Left to right: 60" Tillinghast Reflector, 12" Telescope, and 32' Gamma-Ray Reflector Facility.

SMITHSONIAN ASTROPHYSICAL OBSERVATORY

1973 Actual..... \$2,961,000
 1974 Estimate..... \$3,195,000
 1975 Estimate..... \$3,439,000

(Dollars in thousands)	Base FY 1974	Increase Requested	Est. FY 1975
Number of Permanent Positions..	57	10	67
11 Personnel Compensation.....	1,489	202	1,691
12 Personnel Benefits.....	127	17	144
21 Travel & Trans. of Persons..	92		92
22 Transportation of Things....	30		30
23 Rent, Comm. & Utilities.....	250		250
24 Printing and Reproduction...	17		17
25 Other Services.....	755	25	780
26 Supplies and Materials.....	135		135
31 Equipment.....	300		300
TOTAL	3,195	244	3,439
<u>Analysis of Increase</u>			
Necessary Pay.....		42	
Support Funds.....		202	

ABSTRACT - As part of the new joint Center for Astrophysics with Harvard College Observatory, the Smithsonian Astrophysical Observatory (SAO) pursues a broad program of research in eight principal areas: planetary sciences, high energy astrophysics, solar and stellar physics, atomic and molecular physics, geoastronomy, optical and infrared astronomy, radio astronomy, and theoretical astrophysics. Headquartered in Cambridge, Massachusetts, SAO is developing a multi-purpose observatory on Mt. Hopkins in Arizona and is participating in data gathering networks around the world.

The FY 1975 budget request proposes a program increase of 10 positions and \$202,000 to provide research support personnel in the following areas: (1) Printing and Reproduction - two positions and \$31,000 to serve the preparation and printing of research publications; (2) Building and Facilities Management - two positions and \$46,000 for operations at Mt. Hopkins; (3) General Administration - five positions and \$73,000 for personnel, procurement, and financial management purposes; and (4) Automatic Data Processing - one position and \$52,000, with funds for computer time for processing of astrophysical data. An additional \$42,000 is sought for necessary pay.

PROGRAM - Since 1890, the SAO has pursued a broad program of astrophysical research, placing particular emphasis on those programs that promise to achieve scientific leadership for the Observatory and those programs which support National goals. Beginning with its pioneer studies of the relationship between solar energy and the terrestrial environment, SAO has remained at the forefront of modern astronomy, with interests ranging from cosmic energy sources to the solar system to the earth itself.

SAO's facilities include its headquarters and laboratories at Cambridge, Massachusetts; a multipurpose observatory on Mt. Hopkins in Arizona; a world-wide network of associated astrophysical field stations which observe artificial satellites, comets, and other celestial objects; and a network of automatic stations in the midwestern United States which photograph meteors.

During the past decade, the Observatory played a major role in the astronomical revolution that has changed man's understanding of the universe. Technological advancements have produced more sensitive instruments and improved the effectiveness of

telescopes, providing a capability of observing more distant objects and cosmological events that took place tens of millions of years ago. Balloons, rockets, and satellites have provided a means of placing telescopes above the earth's turbid atmosphere, opening new windows for observing different radiation from the universe - gamma-rays, x-rays, ultraviolet light, and far infrared radiation.

A few of the highlights of SAO research follow:

FY 1973

- Publication of the Celescope Catalog of Ultraviolet Stellar Observations containing the results of the SAO experiment aboard the Orbiting Astronomical Observatory (OAO-2).
- Detection of new structural features in the African rift system based on images provided by the Earth Resources Technology Satellite (ERTS).
- Analysis of lunar samples returned by the Apollo and Soviet lunar missions.
- Detection of HD in the atmosphere of Jupiter and of inter-stellar lithium in the spectrum of Zeta Ophiuchi using the 60-inch telescope at Mt. Hopkins.
- Rediscovery of the asteroid Apollo last seen 41 years ago.
- Observation by radio astronomy of the interstellar molecules silicon monoxide (SiO), cyanoacetylene (HC3 N), and sulfur monoxide (SO).

FY 1974

- Publication of Blanketed Model Atmospheres for Early-Type Stars, a companion volume to the previously published Celescope Catalog, representing an analysis of the Celescope data as applied to stellar theory.
- Publication of SAO Standard Earth III, the latest calculation of the earth's shape and size with respect to gravitational variation and a uniform network of geodetic positions.
- The first identification of a probable "black hole" in the constellation Cygnus.

FY 1975 Expected

- Publication of major results from Skylab experiments.
- Flight of a rocket probe experiment to test the equivalence principle of Einstein's Theory of Relativity.
- Preparation of x-ray observation packages for the HEAOS satellites.
- Preparation of a spacecraft-to-spacecraft doppler tracking experiment for the Apollo-Soyuz space mission.

This extended view into deep space has overthrown the old concept of an "empty" universe. Indeed, no longer is the universe viewed as an unchanging, or at best slowly changing, cosmos of fixed stars. Instead, it is seen as a high energy explosive universe filled with objects defying imagination: exploding galaxies, pulsars, x-ray and gamma-ray stars, black holes, and neutrinos. Most exciting perhaps are the

massive interstellar clouds of dust particles and complex molecules. Some of these clouds apparently are coalescing to form new stars much like our own sun. Still others seem to be collapsing inward to create black holes, those incredibly dense objects with a gravitational pull so great not even light can escape.---In short, modern astronomers now may be seeing, on one hand, how the universe began, and on the other, how it may end.

Clearly, the discoveries and advances made in astronomy during the past decade have been revolutionary, but the implications for the future are even greater and most surely will affect all aspects of human life, from genetics to energy production. To meet the challenges of the future and to increase SAO's effectiveness in this regard, the Smithsonian, along with Harvard University, created a new joint Center for Astrophysics in FY 1974. Under a single director, the Center has a unified program involving about 120 scientists at SAO and Harvard College Observatory. In order to meet more effectively the scientific needs at the working level, eight associate directors are charged with organizing and directing the research effort in eight broad areas: planetary sciences, high energy astrophysics, solar and stellar physics, atomic and molecular physics, geoastronomy, optical and infrared astronomy, radio astronomy, and theoretical astrophysics.

During FY 1974, the Smithsonian Astrophysical Observatory, under its new director, has been engaged in a critical study of SAO's programs. Unproductive programs are being phased out and new programs are being planned which will most effectively utilize the specific capabilities of the Observatory. A number of key personnel were added in FY 1974 in high energy astrophysics and theoretical astrophysics. The final result of this process will be increased effectiveness, through more efficient deployment of limited resources.

JUSTIFICATION OF \$202,000 INCREASE - It is too early to predict the scientific expenditures which will be required to exploit properly the dramatic new opportunities described earlier. Therefore, SAO is not requesting any increase in FY 1975 for scientific programs. During this period of self-examination, however, it has become apparent that there are insufficient resources at SAO to sustain the core, Federally-supported scientific program which is under way at present. Hence, the Observatory seeks those resources required (1) to strengthen support and administrative functions in the interest of greater effectiveness; and (2) to bolster the capabilities of SAO for computational analysis, and thereby achieve greater efficiency.

In order to meet the scientific challenges of the early years of the past decade, SAO's Federal resources have had to be used to develop and maintain a corps of outstanding professional scientific and engineering talent for long-range research program development and continuity. Support of specific research projects, including the funding of support personnel in a wide variety of technical and administrative capacities, however, was predominately from grants and contracts. More recently, the mix of non-Federal and Federal resources has been undergoing dramatic changes. In FY 1967, non-Federal dollar resources constituted 82 percent of the total resources available to the Observatory. In FY 1974, this percentage has dropped to 61 percent. In part this change has been brought about by a de-emphasis of the Nation's space program (SAO's primary source of grants and contracts). But it has also been a product of more intensive development of SAO's own research interests and its choice of important scientific studies and facilities. A notable example is the development of the Mt. Hopkins Observatory with its array of specialized data-gathering equipment. This includes the multiple mirror telescope now being fabricated for operational use, beginning in FY 1976. These shifts of funding ratios and research developments now require that the Observatory develop a continuing and

strengthened support personnel capability for its Federally funded research. Trained and capable administrative and technical personnel now employed on temporary grant and contract work at SAO are available for long-term assignment to serve the basic responsibilities of the Observatory. SAO proposes to transfer 10 of these valuable employees to its Federal employment in FY 1975. These positions include: two positions (an editor and offset press operator) and \$31,000 to serve the preparation and printing of research publications; two positions (a field manager and supervisor) and \$46,000 for facilities management at the Mt. Hopkins Observatory; five positions and \$73,000 for general administration with emphasis on personnel, procurement, and financial management of research activity; and one position and \$27,000 for mathematical applications of data processing of astrophysical information. An additional \$25,000 is required for the purchase of computer time. This is a first significant step to provide adequate support personnel for important Federally-funded research programs.

SMITHSONIAN TROPICAL RESEARCH INSTITUTE

1973 Actual.....\$ 939,000
 1974 Estimate.....\$ 979,000
 1975 Estimate.....\$1,108,000

(Dollars in thousands)	Base FY 1974	Increase Requested	Est. FY 1975
Number of Permanent Positions..	58	5	63
11 Personnel Compensation.....	696	70	766
12 Personnel Benefits.....	59	7	66
21 Travel & Trans. of Persons..	35	4	39
22 Transportation of Things....	5	1	6
23 Rent, Comm. & Utilities....	45	6	51
25 Other Services.....	48	19	67
26 Supplies and Materials.....	70	8	78
31 Equipment.....	21	14	35
TOTAL	979	129	1,108

Analysis of Increase

Necessary Pay.....	34
Support Funds.....	95

ABSTRACT - The Smithsonian Tropical Research Institute (STRI), a research organization devoted to the study and support of tropical biology, education, and conservation, focuses broadly on the evolution of patterns of behavior and ecological adaptations. The tropics offer a rich natural laboratory for these purposes. Panama further offers its unique zoogeographic characteristics--landbridge to terrestrial life forms of two continents and water barrier to marine life of two oceans.

For FY 1975, five additional positions and increased funding of \$95,000 is sought to provide the following types of support: (1) Buildings and Facilities Management - a facilities engineer, a janitor/night watchman, and 2 game wardens for the care and protection of buildings and property (\$34,000) and funds for building custodial and maintenance services, supplies, utilities, and maintenance and operation of vehicles and boats (\$51,000) and (2) Public Orientation and Education - a docent or guide (\$10,000) for public use of STRI's natural areas. An amount of \$34,000 also is required for necessary pay.

PROGRAM - The Institute provides a base of operations and an intellectual center for advanced studies of ecology, behavior, and evolution in the tropics. Because of the diversity of tropical organisms and the complexity of their relationships, the tropics represent one of the most interesting but most poorly understood biological regions of the world. Many of the developing nations lie in or along the tropics, and it is here that major environmental changes are likely to occur during the next decade. Understanding and properly managing tropical environments is essential to their preservation as well as the protection of living systems elsewhere in the world. For example, the destruction of suitable feeding sites in Central and South America may result in the extinction of migratory birds even if their breeding habitats are preserved in the United States.

STRI's laboratory complexes in Panama provide immediate access to tropical forest and marine environments. These include almost 9,000 acres of forest reserve of Barro Colorado Island and the adjacent peninsulas in Gatun Lake; the coral reef and lagoon at Galeta Point on the Atlantic Coast; and the rocky reefs at Naos Island on the Pacific Coast. A small facility in Cali, Colombia, provides access to high forest in the Andes. The Institute's scientific staff, as well as many visiting

scientists and students, conduct research in these areas as well as in other parts of Central and South America, the Pacific, Asia, and Africa, where comparative studies are clarifying the distinctive biological role of the tropics.

During FY 1974 the professional staff of STRI is 13, there are 10 long-term pre and post-doctoral students associated with STRI, and it is anticipated that the facilities will be used for shorter periods by a total of 459 visitors from all over the world. In 1973, 47 scientific papers were published in the world's leading scientific journals by staff and associates.

JUSTIFICATION OF \$95,000 INCREASE:

Buildings and Facilities Management (4 positions; \$85,000) - STRI's in-house research activities as well as its service to visiting researchers are accommodated in some 35 structures on Barro Colorado Island or provided by the Panama Canal Company, the Army, or the Navy at other sites. These structures require constant maintenance attention because of their age, type of construction, and rapid deterioration in the tropical climate. Renovation and repairs are accomplished by the use of staff maintenance personnel and the use of renovation funds but a large backlog of work exists. A facilities engineer (\$19,000) is required to plan corrective measures, negotiate with and monitor the work of contractors, and supervise in-house maintenance personnel. A janitor/night watchman (\$4,000) is related to the maintenance requirements as well as necessary after-hours protection of buildings.

For work in habitats away from its laboratories, STRI operates a fleet of small boats and canoes in Gatun Lake, a 42-foot vessel capable of extended trips in the marine environment, and several 4-wheel drive vehicles. Some of these were previously declared surplus by the military and are over 10 years old. An increase of \$12,000 is requested to initiate a replacement program and to update repair facilities in order to keep this fleet operating efficiently with minimal fuel consumption.

Increased pressures are being put on conservation areas under STRI's protection. Guarding against trespassing for logging, recreation, poaching, and even agricultural purposes requires increased vigilance. Two additional game wardens (\$11,000) are needed to augment the present staff of two.

Additional support funding of \$39,000 is needed to meet the costs of additional requirements, but more particularly price increases, for service contracts, utilities, maintenance supplies, and equipment.

Public Orientation and Education (1 position; \$10,000) - Education at the STRI is mostly at the graduate level. Recently, the Institute has experimented with tours of Barro Colorado Island and the marine research facilities for college undergraduates, high school students, elementary school children, and community organizations. This public education has been a success and STRI feels that explaining the importance of the world's natural resources should become a permanent part of its program. This will require \$10,000 to employ a docent and purchase educational aids.

RADIATION BIOLOGY LABORATORY

1973 Actual..... \$1,326,000
 1974 Estimate..... \$1,426,000
 1975 Estimate..... \$1,492,000

(Dollars in thousands)	Base FY 1974	Increase Requested	Est. FY 1975
Number of Permanent Positions..	48	2	50
11 Personnel Compensation.....	631	53	684
12 Personnel Benefits.....	53	5	58
21 Travel & Trans. of Persons..	12		12
22 Transportation of Things....	4		4
23 Rent, Comm. & Utilities.....	375		375
24 Printing and Reproduction...	5	5	10
25 Other Services.....	60	2	62
26 Supplies and Materials.....	75	1	76
31 Equipment.....	211		211
TOTAL	1,426	66	1,492
<u>Analysis of Increase</u>			
Necessary Pay.....		26	
Support Funds.....		40	

ABSTRACT - The Radiation Biology Laboratory (RBL) studies the influences of environmental factors--light, temperature, humidity, and atmospheric content--on plants in order to help understand their growth and development. An additional two positions (\$32,000) for data reduction, mathematical analysis, and graphic presentation of solar energy data are requested with \$8,000 support funds for computer time and printing of data. Necessary pay requirements for present staff amount to \$26,000.

PROGRAM - Light is a key controlling environmental factor for the development and growth of biological systems. The storage of solar radiation as chemical energy in photosynthesis is basic for all life on earth. However, the utilization of this energy is regulated by subtle changing signals of light quality, duration, and intensity. A primary objective of the Laboratory's efforts is to explain the influences of the various factors in the environment--light, temperature, humidity, and atmospheric content--on the growth and development cycles of plants and to characterize the mechanisms through which environmental signals eventually manifest their effects on the developmental processes in living organisms. This objective is accomplished by studying environmental influences on plant growth and development in the Laboratory under controlled conditions using biochemical, biophysical, and physiological techniques and then verifying the importance of these processes in nature by monitoring the natural, dynamic environment. Such programs of research by their very nature are long-term and require the concerted team efforts of many scientific disciplines. Disciplines represented at RBL include physiology, cytology, biochemistry, biophysics, physics, engineering, electron microscopy, and morphology.

The research of the Laboratory consists of three principal areas: (1) regulatory biology, (2) environmental biology, and (3) carbon-14 dating. From the initial charge that it be concerned with the effects of the sun's energy on earth's life, a major portion of the RBL's program has been devoted to the study of the responses of living organisms to various qualities and intensities of radiant energy.

Since its inception in 1928, the Laboratory has pioneered research on the influences of the spectral quality of visible light on plant growth and development.

The present experimental program is of greater scope than in any other single laboratory in the country and perhaps in the world. The Laboratory has been credited with major contributions in the field of photobiology.

JUSTIFICATION OF \$40,000 INCREASE (Automatic Data Processing) - A significant deficiency exists in the environmental biology program, a research area of major emphasis that is primarily concerned with the measurement of solar radiation at the earth's surface that contributes to the existence and growth of living systems. Data has been collected and recorded at RBL monitoring stations (stations are now in Rockville, Maryland, Israel, Alaska, and Panama) from 1968 for daily periods from sunrise to sunset at three-minute intervals, measuring total energy and also recording energy in the spectral quality wavelengths that influence biological systems. There have been increasingly greater demands from the scientific community for specific data, as well as for the accumulated data on solar energy for the past five years because of the current international focus on the present and future importance of solar energy. In order for the mass of information to be made available and useful to workers in energy conversion fields and for meteorological and agricultural purposes, it must be analyzed and presented in tabular and graphical form.

In addition to collecting measurements in broadband wavelengths of blue, yellow, red, and ultraviolet light--those regions that influence life processes--RBL is now able to monitor the narrowband ultraviolet that is of particular interest in the health sciences. There is, for instance, an increasing interest in the study of changes in ultraviolet as associated with skin cancer frequencies. A new, sensitive scanning radiometer for measuring the distribution of energy in the narrowband ultraviolet has been developed in this laboratory, and data is being recorded. This information also must be processed and be disseminated. The RBL has no one on its staff to accomplish this work.

Two mathematicians (\$32,000), plus \$3,000 for supplies and computer time (at \$86.00 per hour) are needed for reduction, analysis, and graphical presentation of the solar energy data. After reduction and plotting, the data must be published (\$5,000). Initially, daily totals of incident energy, daily totals for each color-band measured, and intercomparisons of energy recorded at stations in three latitudes will be made available to scientists and others interested in the information.

OFFICE OF ENVIRONMENTAL SCIENCES

1973 Actual.....\$716,000
 1974 Estimate.....\$781,000
 1975 Estimate.....\$800,000

(Dollars in thousands)	Base FY 1974	Increase Requested	Est. FY 1975
Number of Permanent Positions..	35	0	35
11 Personnel Compensation.....	572	18	590
12 Personnel Benefits.....	49	1	50
21 Travel & Trans. of Persons..	26		26
22 Transportation of Things....	3		3
23 Rent, Comm. & Utilities.....	36		36
24 Printing and Reproduction...	7		7
25 Other Services.....	28		28
26 Supplies and Materials.....	33		33
31 Equipment.....	27		27
TOTAL	781	19	800
<u>Analysis of Increase</u>			
Necessary Pay.....		19	
Program Funds.....		0	

ABSTRACT - The Office of Environmental Sciences (OES) undertakes or coordinates research on the environment for improved understanding of natural systems which can be applied to policies to reduce or stabilize degradation of natural resources. On-going service and support activities include the Center for Short-Lived Phenomena and Oceanographic Sorting Centers in Washington and Tunis. No program fund increase is sought for FY 1975. A pay increase amount of \$19,000 is needed for presently authorized staff.

PROGRAM - Several research projects dealing with selected aspects of ecosystems are in progress supported by Federal agency contracts. A four-year study of water-borne diseases in the Lower Mekong River is nearing completion. A post-impoundment ecological analysis of the reservoir on the Nam Ngum River, a Mekong tributary, will provide valuable insights into the probable ecological impact of the world's largest dam which is planned at Pa Mong, northeast of Vientiane, Laos. Other OES studies involve man-made lakes in South India and Ghana, oil spills in Indonesia, pollution of natural lakes in Yugoslavia and Tunisia, and impact on biota of environmentally hazardous pollutants flowing into the Caspian Sea.

Environmental research concerned with marine pollution, ocean dumping, pollutant monitoring, and environmental prediction will be continued at the Oceanographic Sorting Centers in Washington and Tunis, supporting the accelerated United States programs in marine and freshwater baseline monitoring. These increased Federal environmental activities necessitated an increase of bulk aquatic collections to provide a reserve of ecological baseline material for environmental assay and systematics research. The two Oceanographic Sorting Centers supply roughly 350 scientists from 200 agencies around the world with curatorial support, sampling design, biological analysis, and data management in addition to sorted specimens that are required to assess environmental impact on living species.

The OES is developing a new program of international ecological studies with special emphasis on research in tropical biological systems. The effort will be dedicated to producing a predictive capability in systems ecology applied to the use

of natural resources in the tropics, their degradation, and necessary steps to preserve or restore. A sense of urgency accompanies these studies since shortages of energy and raw materials will accelerate the exploitation of both renewable and non-renewable resources. This exploitation may cause alteration of vast undisturbed ecological systems of immense significance.

The Center for Short-Lived Phenomena operates a global environmental alert network for rapid communication of scientific data on biological and geological environmental events of short duration to scientists and officials with monitoring responsibilities. The Center's reports make it possible for scientists to conduct research while short duration events are occurring. The Center's unique capability has led the United Nations Environmental Program to request its help in organizing Earthwatch, the new UN worldwide environmental monitoring program. The first world directory of environmental monitoring organizations was compiled by the Center under a UN contract, and with UN encouragement it is now organizing a global student environmental monitoring network.

OFFICE OF INTERNATIONAL ACTIVITIES

1973 Actual.....\$178,000
 1974 Estimate.....\$197,000
 1975 Estimate.....\$204,000

(Dollars in thousands)	Base FY 1974	Increase Requested	Est. FY 1975
Number of Permanent Positions..	11	0	11
11 Personnel Compensation.....	172	6	178
12 Personnel Benefits.....	14	1	15
21 Travel & Trans. of Persons..	6		6
23 Rent, Comm. & Utilities.....	2		2
25 Other Services.....	2		2
31 Equipment.....	1		1
TOTAL	197	7	204
<u>Analysis of Increase</u>			
Necessary Pay.....		7	
Program Funds.....		0	

ABSTRACT - This office fosters and coordinates the Institution's scientific and cultural activities abroad and administers the Smithsonian's Foreign Currency Program. No program increase is sought for FY 1975. Funds in the amount of \$7,000 are requested for necessary pay for existing staff.

PROGRAM - The Office of International Activities was established in 1965 to foster and coordinate the Smithsonian's scientific and cultural activities abroad. To this end, it is the Institution's point of liaison with the Department of State and diplomatic missions in Washington and with foreign governments and research institutions abroad.

Of special importance are efforts to foster Smithsonian scientific and cultural exchanges with the People's Republic of China and the Soviet Union. The office continues to support the Institution's world-wide environmental and conservation programs and the exchange of scholars and technicians as well as of cultural and scientific objects, information, exhibits, and the like in the interests of basic research and public education.

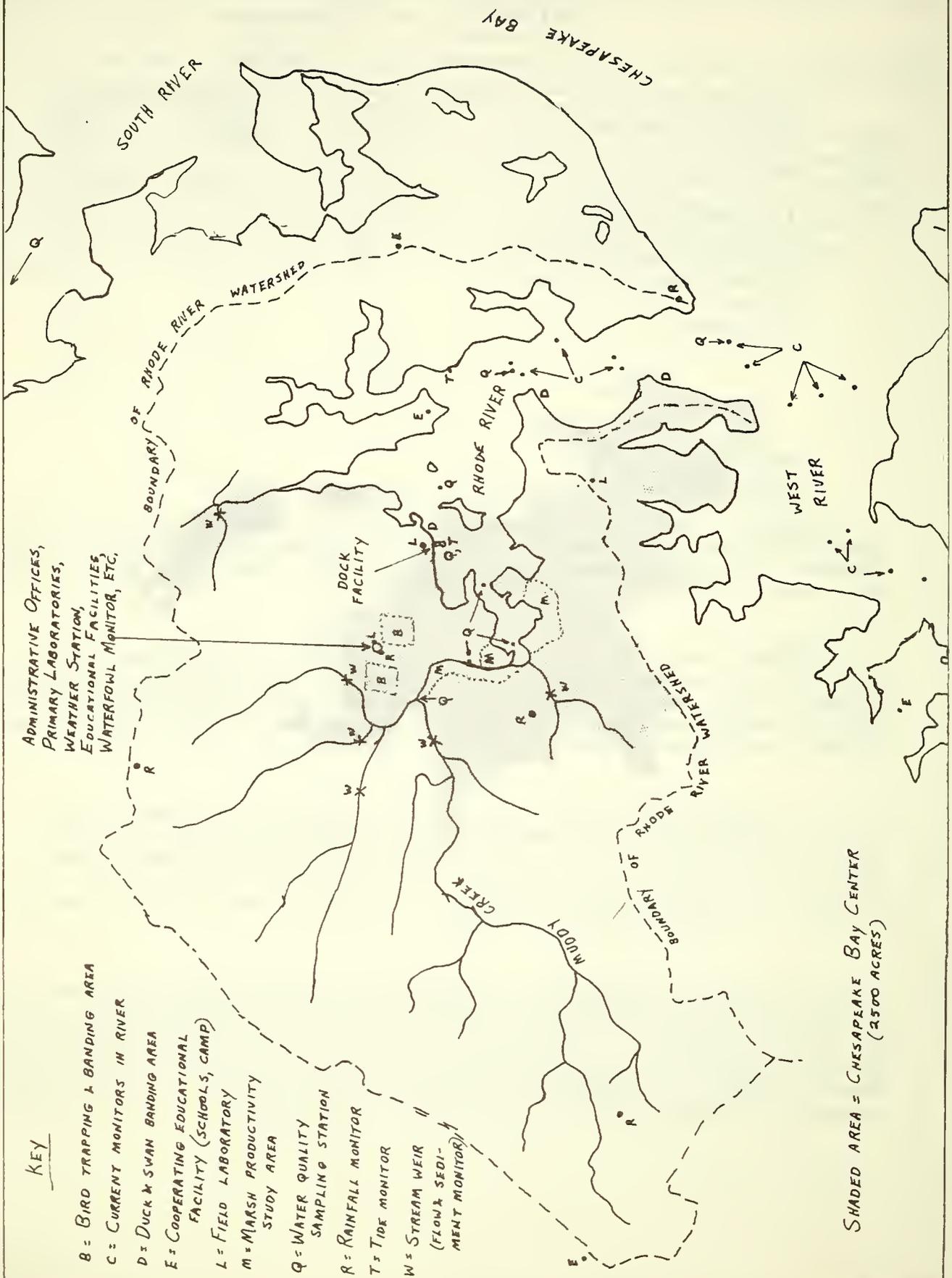
The office also administers the Smithsonian's Foreign Currency Program. This program of grants to United States institutions supports museum programs, scientific and cultural research, and related educational activities in eight countries where the United States owns local currencies in excess of its needs as determined by the Treasury Department. More than 220 such institutions in 32 states have benefited from the program. An appropriation of \$4.5 million equivalent in "excess" foreign currencies is requested for fiscal year 1975. (See page B-1.)

PRINCIPAL RESEARCH SITES OF THE CHESAPEAKE BAY CENTER FOR ENVIRONMENTAL STUDIES

KEY

- B = BIRD TRAPPING & BANDING AREA
- C = CURRENT MONITORS IN RIVER
- D = DUCK & SWAN BANDING AREA
- E = COOPERATING EDUCATIONAL FACILITY (SCHOOLS, CAMP)
- L = FIELD LABORATORY
- M = MARSH PRODUCTIVITY STUDY AREA
- Q = WATER QUALITY SAMPLING STATION
- R = RAINFALL MONITOR
- T = TIDE MONITOR
- W = STREAM WEIR (FLOW & SEDIMENT MONITOR)

ADMINISTRATIVE OFFICES,
PRIMARY LABORATORIES,
WEATHER STATION,
EDUCATIONAL FACILITIES,
WATERFOWL MONITOR, ETC.



SHADED AREA = CHESAPEAKE BAY CENTER
(2,500 ACRES)

CHESAPEAKE BAY CENTER FOR ENVIRONMENTAL STUDIES

1973 Actual.....\$236,000
 1974 Estimate.....\$244,000
 1975 Estimate.....\$415,000

(Dollars in thousands)	Base FY 1974	Increase Requested	Est. FY 1975
Number of Permanent Positions..	15	6	21
11 Personnel Compensation.....	164	76	240
12 Personnel Benefits.....	14	7	21
21 Travel & Trans. of Persons..	6	4	10
23 Rent, Comm. & Utilities.....	15	20	35
25 Other Services.....	26	19	45
26 Supplies and Materials.....	8	27	35
31 Equipment.....	11	18	29
TOTAL	244	171	415
<u>Analysis of Increase</u>			
Necessary Pay.....		9	
Support Funds.....		162	

ABSTRACT - The Chesapeake Bay Center for Environmental Studies (CBCES) is a natural area for research in complex land-water relationships and for use in creating public awareness and understanding of ecological systems as they may be affected by economic and social change. The FY 1975 budget shows an increase of 6 positions and \$162,000 to provide the following support needs: (1) Public Orientation and Education - an environmental education program coordinator (\$22,000) to develop the Center's full potential for meeting public use and interest; (2) General Administration - an administrative assistant and a clerk-typist (\$25,000) to assist with office management and public use of the facility; (3) Buildings and Facilities Management - a maintenance worker and a custodian (\$18,000) and an additional \$84,000 for general care of the Center's property; and (4) Protection - an assistant resident manager (\$13,000) for protection of property. An additional amount of \$9,000 is needed for necessary pay.

PROGRAM - The Chesapeake Bay Center is a 2,500 acre area located on the Chesapeake Bay, seven miles south of Annapolis, Maryland, about equidistant from Baltimore and Washington. It was established in 1965 for the purpose of creating scientific and education programs in the environmental sciences leading to a more complete understanding of complex natural relationships and the proper balance of land-water uses as they relate to human health, welfare, and continued existence of life. The development of these programs was made possible by the acquisition (with non-appropriated funds) of a land-water unit large enough to include the full range of forests, marshes, fields, and agricultural areas that, taken together, form the mosaic of land uses characteristic of the mid-Atlantic region since settlement. The area is ideal for study of the results of man's past and present activities as vital components of interacting physical and biological systems. Thus, the Center now provides a living museum of contemporary and historical significance, a primary resource for both teaching and research on complex living systems, and the largest facility in the nation available for the study of land-water (estuarine) relationships.

The research program is being conducted in conjunction with other Federal agencies and nearby universities. It is interdisciplinary in approach and has been developed as a long-term effort to understand the functioning of local ecosystems.

The educational programs, designed to supplement and enrich the science curricula of participating school systems and to develop ecological awareness in people

of diverse ages and backgrounds, are expected to surpass research activities in emphasis in the next five years. This will be due (1) to the strategic location and unique nature of the Center, and (2) to the detailed understanding of the watershed-estuarine system available as a result of the research program. In no other area of the U.S. will it be possible to demonstrate the detailed functioning of such a system while simultaneously indicating the economic, social, and political implications of managing such a system. This aspect is of regional and national significance for both student training and general educational purposes, including information transfer activities. As a consequence of these facts, the educational programs carried out thus far, including ones of diverse character with groups of all ages but primarily ones involving students and teachers in school systems in Maryland, Virginia, and the District of Columbia, have proven to be highly successful.

JUSTIFICATION OF \$162,000 INCREASE - Much of the research and education work at the Center has been initiated and funded by a variety of short-term grants and contracts from government and private sources. This funding has enabled the CBCES to demonstrate the value of its natural resources. While the Center will continue to pursue such sources of funds for special projects, they do have certain limitations. They do not provide continuity for programs which have proved to be valuable. They place heavy demands on staff and other in-house administrative and maintenance resources.

Public Orientation and Education - Educational activities have fallen short of realizing their potential public service as a result of personnel shortages. The Center has found it necessary to curtail educational activities so that only about 2,500 participants were able to be included in calendar year 1973 as compared with a planned 3,000. There is a need for a full-time education specialist (\$22,000) to plan, conduct, and coordinate wider public use of the Center's resources.

General Administration - In addition to the permanent staff, the Center is now being used by 60 employees paid from grants and contracts, visiting researchers, and students doing projects, and some 2,500 participants in the education programs. Each of these people creates some additional administrative and clerical workload, which when added to the range of personnel actions, procurement, financial management, public inquiries, scientific correspondence, manuscript typing results in a total workload in excess of that which can be handled by the office management staff of three persons. An administrative assistant and a clerk-typist (\$21,000) are required. Additional travel funds are required to enable the professional staff to review allied scientific programs and to give technical advice and consultation on the work of the Center (\$4,000).

Buildings and Facilities Management - Twenty-five hundred acres, a range of old buildings (originally farm buildings) and trailers, and active use of the Center creates a daily demand and range of custodial and maintenance work beyond the capabilities of the present staff of six persons and their available funds. One additional maintenance worker and a custodian are required (\$18,000). The requirements for utilities; maintenance contracts, supplies, and materials; boat and vehicle operations; and equipment (including the replacement of worn-out items) will cost an additional \$84,000.

Protection - The value of the Center depends totally on being able to maintain it in its presently diverse state. There is a continuing threat of damage from vandalism, fire (man-made or naturally caused), or poaching. Protection at present is a responsibility of all employees. There is one full-time security guard. An additional resident manager position (\$13,000) is requested to improve protection especially at night.

NATIONAL AIR AND SPACE MUSEUM

1973 Actual.....\$1,063,000
 1974 Estimate.....\$2,561,000
 1975 Estimate.....\$4,063,000

(Dollars in thousands)	<u>Base FY 1974</u>	<u>Increase Requested</u>	<u>Est. FY 1975</u>
Number of Permanent Positions..	<u>114</u>	<u>23</u>	<u>137</u>
11 Personnel Compensation.....	1,676	283	1,959
12 Personnel Benefits.....	142	25	167
21 Travel & Trans. of Persons..	23		23
22 Transportation of Things....	6		6
23 Rent, Comm. & Utilities.....	2	134	136
24 Printing and Reproduction...	36	10	46
25 Other Services.....	407	902	1,309
26 Supplies and Materials.....	122	145	267
31 Equipment.....	<u>147</u>	<u>3</u>	<u>150</u>
TOTAL	<u>2,561</u>	<u>1,502</u>	<u>4,063</u>
<u>Analysis of Increase</u>			
Necessary Pay.....		61	
Other Uncontrollable.....		134	
Program and Support Funds.....		<u>1,307</u>	

ABSTRACT - The National Air and Space Museum (NASM) was created to memorialize the national development of aviation and space flight; collect, preserve, and display aeronautical and space flight equipment of historical significance; and serve as repository for documentary materials. An increase of \$1,307,000 and 23 positions is requested to continue preparation for the move of the NASM into its new building. Specifically, these increases are: (1) Curation of Exhibits - 5 positions (\$65,000) and support funds (\$63,000) to extend curatorial expertise and to prepare exhibit scripts, catalogues, and related materials; (2) Preservation and Restoration - 8 positions (\$60,000) and support funds (\$40,000) to continue work on the air and space craft to be used in the opening exhibition; (3) Presentations and Education - 2 positions (\$27,000) and support funds (\$68,000) to prepare shows for the spacearium/planetarium; (4) Exhibits production - 7 positions (\$86,000) and support funds (\$879,000) to step up exhibits production; (5) Administration - One position (\$9,000) to assist with the clerical workload; (6) Printing and Reproduction - Printing funds (\$10,000) to help finance exhibit catalogues. Necessary pay in the amount of \$61,000 is being sought as well as \$134,000 space rental in the Uncontrollable section of the estimates (see page A-6).

PROGRAM - The Smithsonian's appropriation act for FY 1973 provided \$40 million in construction authority for a new (but empty) NASM Building. This building which is now under construction is scheduled to open on July 4, 1976, as a major Bicentennial attraction. Construction is on schedule. The building will contain approximately 200,000 square feet of exhibits space. Twenty-five major exhibition halls are being planned for the new structure.

The NASM has spent the last two years building staff; creating prototype exhibits using a blend of the best museum practices with new audio-visual and mechanical visitor participation and involvement concepts; restoring air and spacecraft for display; and overseeing the construction of the building.

JUSTIFICATION OF \$1,307,000 INCREASE - All current efforts, as well as required new resources, must be pointed toward the realization of a successful opening

befitting the new museum building. This requires research in the history, theories, techniques, accomplishments, and potential of air and space flight in order to present exhibits that are accurate, educational, and dynamic. Many additional air and spacecraft now in storage at the Silver Hill, Maryland, facility must be restored for display. Specifically the increase is requested for:

Curation of Exhibits - Five additional curators and research assistants (\$65,000) must be employed to increase curatorial input relative to the preparation of exhibit scripts. Additional funding for research materials, services, and equipment is needed (\$63,000). There are presently 14 curators and research assistants to plan, research, and write comprehensive and well documented scripts for planned exhibits, covering the factual and educational material and objects that will be presented to the museum visitor. Curators are present at each stage of the exhibit's design, production, and installation to assure its quality and authenticity. During FY 1975 ten major exhibit halls must be in stages of planning, design, and production in order to meet opening date deadlines. A curator for general aviation and one for aeronautical transportation are requested for the department of aeronautics. A curator for manned and unmanned satellites and one for launch vehicles and guided missiles are requested for the department of astronautics. A curator for technology applications and utilizations is requested for the department of science and technology.

Preservation and Restoration - Eight additional skilled craftsmen and helpers are needed (\$60,000) with funding (\$40,000) for supplies and materials and equipment to assist with the preservation and restoration of aircraft and spacecraft. There are 60 air or spacecraft in need of restoration and/or preservation in order to be placed on public view. Of these 60 craft in need of work, 20 have already been completed. The average craft takes 2 man-years of work to be put in exhibitable condition. Additional staff (museum aids and technicians) are required to complete work for the opening exhibit. These employees also are responsible for moving and placing of air and spacecraft on display and for the receipt, storage, and cleaning of artifacts. The current staff of 31 at Silver Hill includes 15 craftsmen who will be able to restore 8 craft in FY 1974 and another 8 in FY 1975. The additional positions will allow an additional 11 air and spacecraft to be partially restored and will strengthen other collections management efforts.

Presentations and Education Division - The new building will have a spacearium/planetarium and an auditorium with wide-screen presentations. A writer-producer and planetarium technician (\$27,000) are requested to assist the present staff of 6 in the preparation of planetarium shows. Funds also are requested for the purchase of special astronomical projection devices (\$68,000). When fully operational, four or five different shows will be presented each year. The working titles for some of these showings are: "Cosmic Journey," "Starship Earth," "Stardust," "Empire of the Stars," and "Man Beholds the Heavens."

Exhibits Production - All 25 exhibition halls will have objects on display when the Museum opens to the public. An essential goal for the opening date, however, is to have at least half of the halls well equipped with permanent exhibitions which are worthy of the new structure and deserving of public interest. The balance of the halls will be completed as quickly as possible after the opening date. In order to help achieve these goals, exhibits personnel and other resources have been transferred to NASM from the Office of Exhibits Programs (now Office of Exhibits Central). This reorganization will result in more effective application of existing resources. About 40 exhibits specialists are now available to NASM, but the need is much greater than can be met by this staff.



National Air and Space Museum
Air Traffic Control Exhibit

Currently only three of the components for the opening exhibition have been completed and tested in the Arts and Industries Building. Two more exhibitions will be tested in FY 1974 and another four in FY 1975. In total, less than three years remain for the development of the exhibits that will be offered to the anticipated seven million visitors expected during the first year. Space rental will be required for the completed exhibits being prepared prior to the building's completion. Rental funds for this space are in the Uncontrollable Section of the budget.

Seven additional exhibits personnel (\$86,000) (two designers, an audio-visual writer and a technician, two carpenters, and a laborer) and support funds (\$879,000) are requested. The support funds are for other services, supplies and materials, and equipment.

Administration - An additional clerk-typist (\$9,000) is required to assist with the increase in clerical tasks in the museum.

Printing and Reproduction - Seven exhibit catalogues are being planned as educational adjuncts to new halls. In addition, a new series "Smithsonian Studies in Air and Space" is being planned. The first two volumes of this series are expected to be ready for publication by FY 1975. Funds of \$10,000 are requested to help finance printing costs. The balance of costs will be financed by resources in the Press currently available for Printing.

The following list shows the 25 halls that are expected to be in the completed building. Titles are tentative but indicate the theme of the exhibit.

National Air and Space Museum
Major Exhibition Halls

Vertical Flight and Rotary Wing Flight	Life in the Universe
Air Transportation	Satellites and Space Probes
Earliest Birds	Earthbound Benefits From Flight
Kitty Hawk Flyer	Sea-Air Operations
Index Exhibit	Understanding Air and Space
Large Space Vehicles	Technology and Materials
History and Technology of Spaceflight	World War II Aviation
General Aviation	Lighter Than Air
Exhibition Flight	World War I Aviation
Air Traffic Control and Navigation	Significant Aircraft and Spacecraft
Earth Flight Environment	The X Airplanes
Trophy Hall	Flight to the Moon
Space Flight Environment	Air and Space in the Arts

CENTER FOR THE STUDY OF MAN

1973 Actual..... \$271,000
 1974 Estimate..... \$296,000
 1975 Estimate..... \$304,000

(Dollars in thousands)	Base FY 1974	Increase Requested	Est. FY 1975
Number of Permanent Positions..	14	0	14
11 Personnel Compensation.....	230	7	237
12 Personnel Benefits.....	19	1	20
21 Travel & Trans. of Persons..	12		12
23 Rent, Comm. & Utilities.....	3		3
24 Printing and Reproduction...	1		1
25 Other Services.....	25		25
26 Supplies and Materials.....	1		1
31 Equipment.....	5		5
TOTAL	296	8	304
<u>Analysis of Increase</u>			
Necessary Pay.....		8	
Program Funds.....		0	

ABSTRACT - The Center for the Study of Man (CSM) has several anthropological programs: development of the Encyclopedia of North American Indians; sponsorship of an urgent anthropology program; coordination of international anthropological efforts on current social problems; and conduct of an immigration and ethnic studies program. No program funding increase is sought for FY 1975; an amount of \$8,000 is needed for necessary pay.

PROGRAM - The Center for the Study of Man coordinates research and development on a series of important anthropological programs. The American Indian Program is presently concerned primarily with the development of the 20 volume Encyclopedia of North American Indians to be published for the Bicentennial. It will contain 1,000 articles. This is the major effort of the staff and other resources of the Center. Forty percent of the manuscripts are now complete and the development of design and specifications for printing is well along. Funds for the actual printing of the Encyclopedia are contained in the Bicentennial budget request.

Another aspect of the American Indian Program is the development of a system for providing scholarly educational materials concerning Indians to individuals, schools, and Indian communities. In addition, the Center helps to coordinate educational intercommunication among Indians themselves, with scholars, and with appropriate government and private agencies.

As work on the Encyclopedia progresses, it becomes increasingly clear that there are dangerous gaps in the knowledge of North American Indian cultures. In particular, there is a pressing need to interview within the next few years the tribal elders who are anxious to fill in the record of their proud past. The Urgent Anthropology Program which identifies, publicizes, and finances, by means of small awards, needed research in geographical areas that are undergoing rapid environmental change as a result of urbanization, improved communications, better transportation, and other factors has been helpful in this respect. Its objective is to salvage and preserve information in selected rapidly changing areas before time and events erase our ability to understand the cultures that existed.

The Cross-Cultural Research Program is coordinating the efforts of numerous anthropologists and other human scientists in developing new, comparative information on population, environmental, and educational studies. Comparative research on world use of cannabis and alcohol has also been carried out.

The comparative Immigrant and Ethnic Studies Program, initially funded through temporary grant funds, is carrying out basic research in the United States, Canada, the circum-Caribbean area, and the Panama Canal Zone. It investigates the special conditions which stimulate immigration, assesses the contributions made by immigrants, and studies the effects of immigration on the source country and on the target country. Field research, archival research, and statistical methods are all used.

In response to requests from a number of Federal agencies (National Science Foundation, National Endowment for Humanities, National Institutes of Health, etc.) and from other concerned organizations and individuals, the Center is establishing a National Ethnographic Film Center and Archive. The purpose of this unit will be to record, collect, and preserve the cultures of North American Indians and other peoples as recorded on film. Much of the film which will be collected is in great danger of destruction and the need for immediate action is clear. Initial funding for this program will be from outside sources.

NATIONAL ZOOLOGICAL PARK

1973 Actual.....\$4,074,000
 1974 Estimate.....\$4,654,000
 1975 Estimate.....\$5,115,000

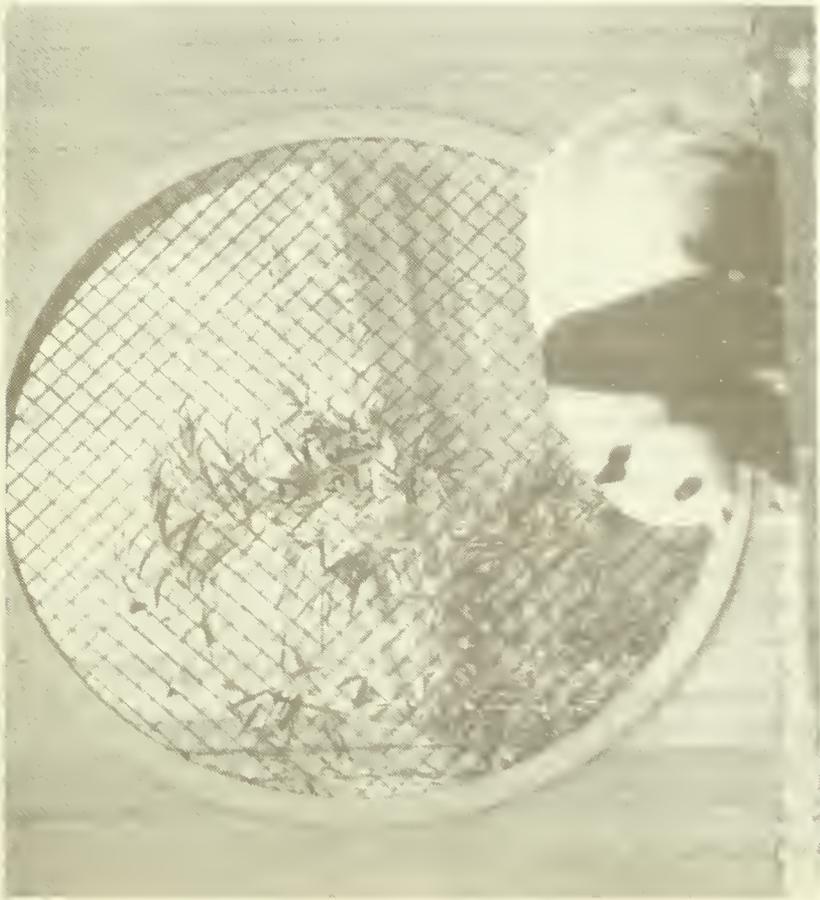
(Dollars in thousands)	Base FY 1974	Increase Requested	Est. FY 1975
Number of Permanent Positions..	286	20	306
11 Personnel Compensation.....	3,239	320	3,559
12 Personnel Benefits.....	315	28	343
21 Travel & Trans. of Persons..	22		22
22 Transportation of Things....	5		5
23 Rent, Comm. & Utilities.....	145	20	165
24 Printing and Reproduction...	10		10
25 Other Services.....	260	23	283
26 Supplies and Materials.....	471	49	520
31 Equipment.....	186	21	207
41 Grants.....	1		1
TOTAL	4,654	461	5,115
<u>Analysis of Increase</u>			
Necessary Pay.....		186	
Support Funds.....		275	

ABSTRACT - The National Zoological Park (NZP), located on 156 acres in Rock Creek Valley, exhibits a large and varied animal collection, serves the information and education needs of the public, and promotes scientific research on animal health and conservation. Budgetary requirements for FY 1975 include an additional 20 positions and \$275,000 to serve the following support functions: (1) Buildings and Facilities Management - a planner/estimator, six general maintenance helpers, and 11 custodial supervisors and workers (\$142,000) and maintenance funds (\$108,000); and (2) Protection - one paramedic and one policeman (\$20,000) and health and safety materials and equipment (\$5,000). A further amount of \$186,000 is needed for necessary pay for present staff.

PROGRAM - The National Zoological Park was established in 1889 for the "advancement of science and the instruction and recreation of the people." To accomplish this mission, the Zoo exhibits a broad variety of animals representing one of the most important collections of exotic animals in existence, maintains information and education programs for the visiting public from all over the United States, and promotes scientific research, including biomedical programs, for increased scientific knowledge and for the health of the animals. Visitors increased in number from 4,996,207 in 1971 to 5,953,748 in 1973 and will surge forward again as they celebrate the births of rare and fascinating animals and move toward celebrating the birth of the nation.

Resource planning for the National Zoological Park is dominated by one need-- support growth must accelerate to catch up and keep pace with the Zoo's expanding responsibilities to the animals it hosts and to the growing public it serves.

In earlier years a typical zoo put an animal in a bare cell, fed it, and when it died (as often happened), replenished it from the wild. Now a responsible zoo must seek to employ the animal as an educational resource, provide for its psychological and physiological needs, protect its gene pool through selective breeding programs as its number and its wilds vanish, sustain it in good health for a full and useful life demonstrating to man the character and worth of its own kind. The National Zoo must lead in this mission.



Pandas introduced one million more visitors to the experience and educational resources of the National Zoo (4,900,000 per year before, 6,000,000 per year now).

Such improved quality of care and education demands parallel efforts--thoughtful execution of the approved Master Plan (described elsewhere in this budget) so that the National Zoo can perform its responsibilities for modern animal and public accommodation, as it maintains its leadership in animal care and research; and successful care and operation of its current active and heavily visited facilities. This effort requires continued teamwork within the Zoo in applying new knowledge from a number of fronts, creative and responsible animal management, successful educational approaches, balanced growth and training of staff and volunteers, facilities management know-how, new and effective nutrition programs, responsive animal health and pathology, refined reproductive strategies, research on-site and in the field, and space to accomplish the above. For the National Zoo all these critical capabilities are at hand, but for their effective application, funding gaps must be closed. Simple but harsh shortages in labor, though good manpower is readily available, and escalation in material costs are the two critical problems that this request addresses. Without meeting these needs the Zoo can only lose critical ground and, despite its capabilities, fall backward in serving the public and its responsibilities.

JUSTIFICATION OF \$275,000 INCREASE:

Buildings and Facilities Management - The request for 11 additional custodial, supervisory, and worker positions (\$79,000) is 2/3 of the minimum essential to sustain a park-wide public space cleaning program. The Zoo now has only 25 such positions for all public and work spaces in buildings and on the grounds. It must not compromise on the cleanliness of public space. Currently animal keepers and other professionals, whose time and energies the animal programs increasingly demand, must leave their primary assignments to sweep and scrub public space. This is totally unacceptable for any responsible public program let alone the Nation's Zoo.

The trade and crafts personnel of the Zoo tend its utilities, keep systems critical to animal health and public safety in repair, and perform service in a dozen varied areas of expertise including pipefitting, masonry, metalworking, boiler plant operations, welding, painting, carpentry, electrical work, refrigeration repair, and asphalt repair. The total staff of 60, including supervisory and clerical personnel, is seriously undermanned. Six general maintenance helpers (only one now is on staff) will help close the gap while receiving on-the-job training as a valuable method of providing and sustaining upward mobility--a practical solution, as well as an ethical one, since so many of these skills are unavailable on the labor market (\$50,000).

The requested planner/estimator (\$13,000) is an integral component needed to permit craftsmen-supervisors and work leaders to economize in manpower and material planning to accomplish the thousand-plus repair and improvement tasks faced yearly. The job should pay for itself in increased efficiency.

Protection - In normal circumstances a Zoo is a place demanding special concern for health and safety and capability to cope with emergencies. The volume of visitors using the National Zoo and the increase and complexity of staff operations and construction programs have outstripped present health services. A suitable first-aid area is now being readied. First-aid training of staff must be stepped up and kept current throughout the Park. First-aid kit centers must be monitored and improved. As construction programs increase in and around a heavily visited Zoo every precaution will be taken to assure safe separation of the public from building and construction staging, and for protection of Zoo staff and volunteers. But one emergency untended wipes out the best of future intentions. NZP Protective Services' health, safety, and monitoring capabilities must be strengthened with a trained paramedic and one more policeman (30 positions are now authorized). The additional cost will be \$20,000.

Miscellaneous Support - Non-personnel increases included in this request total \$113,000, constituting only a 10 percent spending increase in essential programs -- about that consumed by inflation. Animals must eat. Their manure must be hauled away. Shelters must be heated. Four-fifths of all the Zoo's other object class spending is fixed--the balance serves quality of public service and mission performance. With the increase requested all purchase programs must be maintained at the bare essential level in order to meet responsibilities.

SMITHSONIAN SCIENCE INFORMATION EXCHANGE

1973 Actual.....\$1,600,000
 1974 Estimate.....\$1,695,000
 1975 Estimate.....\$1,770,000

(Dollars in thousands)	Base	<u>Requested</u>	Est.
	<u>FY 1974</u>		<u>FY 1975</u>
41 Grants.....	<u>1,695</u>	<u>75</u>	<u>1,770</u>
TOTAL	<u>1,695</u>	<u>75</u>	<u>1,770</u>
<u>Analysis of Increase</u>			
Necessary Pay.....		75	
Program Funds.....		0	

ABSTRACT - The Smithsonian Science Information Exchange (SSIE) serves as a national registry of research in progress covering all areas of basic and applied research supported by Federal or private organizations. Some 180,000 ongoing research projects are on file. The purpose of the Exchange is to help research managers and scientists learn of current research, avoid unnecessary duplication of work, and plan for new research programs. The SSIE is funded by a Federal contract with the Smithsonian and income from its users. For FY 1975 the Smithsonian is requesting an additional \$75,000 to permit the Exchange to meet comparability pay increases for its employees. No other increase to its appropriated funds is sought.

PROGRAM - The SSIE operates as the largest and most modern information system of its kind in the world. The Exchange is designed to collect, index, store, and retrieve information about ongoing research. The SSIE data base covers all areas of basic and applied research in the life, physical, behavioral, and engineering sciences conducted under the support of Federal as well as non-Federal organizations. Each year new information on about 100,000 ongoing research projects is incorporated into its computer data bank. Total data bank size averages 180,000 projects. Since 1950 the Exchange has provided services designed to help research program managers, administrators, and individual scientists avoid unwarranted duplication of research efforts, evaluate existing research efforts, and plan for new research programs. A number of similar systems have been developed in other countries, many of which have been patterned after the Exchange, but SSIE continues to maintain a technological advantage and serves as an example of what can be accomplished through steady improvements of its systems and customer services.

The Exchange not only provides information directly to users, but furnishes data to a number of specialized information centers as well. These centers provide information in a wide range of subject areas and cover both ongoing and completed research. They thus reach an even wider total audience than does the Exchange through its direct user service program. In addition, information contained in the Exchange's data base is used to prepare catalogues of ongoing work in specific areas such as Water Resources Research, Health Services Research, Aquatic Pest Control and Pesticide Residues in Aquatic Environment, and Dental Research. These catalogues are published by Federal agencies in increasing numbers and areas of interest. They make information available to large numbers of users on a significantly broader scale than is possible in response to individual information requests made to the Exchange. In FY 1974, the Exchange will provide more than a half million summaries of research in progress in response to requests, not including the information available to users from catalogues and the specialized information centers.

Among SSIE's unique features is its ability to provide prompt response to both broad and specific requests for information on a multidisciplinary basis, regardless of the source of support. The Exchange achieves uniformity of indexing by means of

well trained scientific staff and a well developed data processing system which utilizes the latest available computer equipment and technology.

The Exchange has made considerable progress in several areas which ultimately benefit its users. The most significant efforts have been those designed to improve the completeness and timeliness of information flowing into the data base. New techniques, such as computer assisted indexing, are being developed to reduce the time required for processing information into the system and allow more work to be accomplished at a faster rate without significant increases in personnel strength.

The present budget request of \$1,770,000 reflects a request for a \$75,000 increase over the FY 1974 estimate. These funds are intended to offset comparability salary increases and other personnel costs and benefits resulting primarily from the January and October 1973 pay raises. They do not represent an increase in cost for additional personnel or other increased operating expenses. These latter costs are expected to be met by increases in user revenues. Continuing their steady growth since charges for services were initiated in FY 1969, user revenue is estimated to be \$575,000 in FY 1975 as compared with a projected \$500,000 in FY 1974 and \$430,000 in FY 1973. Details of FY 1974 and FY 1975 budget are shown below.

Although it has not been possible within the funds available to mount a major campaign to increase use of the Exchange, efforts have continued to result in a steady growth of both users and user income. The need for and value of SSIE information to the scientific community of research investigators and administrators becomes increasingly clear as the Exchange continues to meet its role as the nation's primary source of information about ongoing research. By expanding its coverage and the range of services it offers, SSIE provides an important service for better management of research funds.

(\$1,000s)

SMITHSONIAN SCIENCE INFORMATION EXCHANGE, INC.
ESTIMATED BUDGETS FY 1974 - FY 1975

	FY 1974			FY 1975		
	Total	Federal Support	User Revenue	Total	Federal Support	User Revenue
Personnel						
Salaries.....	\$1,380	\$1,085	\$295	\$1,455	\$1,140	\$315
Benefits.....	191	150	41	217	170	47
Contract Services						
Travel.....	13	6	7	12	6	6
Transportation of Things.	2	2		2	2	
Rents						
Telephone.....	9	8	1	10	8	2
Computer.....	242	204	38	271	204	67
Photocopying.....	10	8	2	10	8	2
Building.....	103	81	22	105	81	24
Other.....	16	5	11	10	5	5
Printing.....	35	3	32	35	3	32
Other Services						
Equipment Maintenance....	4	4		5	4	1
Other.....	32	18	14	41	18	23
Supplies.....	32	21	11	31	14	17
Equipment.....	1		1	11	7	4
TOTAL	2,070	1,595	475	2,215	1,670	545
SI Service.....	125	100	25	130	100	30
GRAND TOTAL	2,195	1,695	500	2,345	1,770	575

OFFICE OF THE ASSISTANT SECRETARY FOR HISTORY AND ART

1973 Actual..... \$242,000
 1974 Estimate..... \$206,000
 1975 Estimate..... \$263,000

(Dollars in thousands)	Base FY 1974	Increase Requested	Est. FY 1975
Number of Permanent Positions..	<u>11</u>	<u>2</u>	<u>13</u>
11 Personnel Compensation.....	182	42	224
12 Personnel Benefits.....	15	4	19
21 Travel & Trans. of Persons..	4	1	5
23 Rent, Comm. & Utilities.....	1	1	2
24 Printing and Reproduction...	1	1	2
25 Other Services.....	1	7	8
26 Supplies and Materials.....	<u>2</u>	<u>1</u>	<u>3</u>
TOTAL	<u>206</u>	<u>57</u>	<u>263</u>

Analysis of Increase

Necessary Pay.....	7
Support Funds.....	50

ABSTRACT - The Office of the Assistant Secretary for History and Art advises and assists the Secretary in planning, implementing, and reviewing the progress of Smithsonian history and art programs. In addition, this office oversees the planning and coordination of the Smithsonian's Bicentennial programs and projects. Included under this heading are the American Studies program and the Joseph Henry Papers project.

An increase of 2 positions and funding of \$50,000 is requested to meet the following support requirements: (1) General Administration - a program assistant and \$40,000 to help meet the rising central administrative workload and (2) Printing and Reproduction - an editorial assistant and \$10,000 to transcribe and sort original source materials in preparation for publication of forthcoming volumes of The Papers of Joseph Henry. An additional amount of \$7,000 is being sought for necessary pay.

PROGRAM - The Office of the Assistant Secretary for History and Art advises and assists the Secretary in planning, implementing, coordinating, and reviewing progress of the programs of Smithsonian history and art bureaus and offices. In addition, this office oversees the planning and coordination of the Smithsonian's Bicentennial programs and projects. The bureaus and offices reporting directly to the Assistant Secretary for History and Art are the Archives of American Art, Cooper-Hewitt Museum of Decorative Arts and Design, Freer Gallery of Art, Hirshhorn Museum and Sculpture Garden, National Armed Forces Museum Advisory Board, National Collection of Fine Arts, National Museum of History and Technology, National Portrait Gallery, Office of Academic Studies, Office of American Studies, Office of Seminars, the Joseph Henry Papers, and Hillwood.

Included in the funding identified for this office are the American Studies program and the Joseph Henry Papers project. The Office of American Studies organizes and conducts a formal program of graduate education in the material aspects of American civilization, and participates in the overall program of historical, archaeological, and architectural history research at St. Mary's City, Maryland, as funded by the state of Maryland, National Endowment for the Humanities, Rockefeller Foundation, and other foundations. The Editor of the Joseph Henry Papers and his staff have been gathering and preparing for publication the manuscripts of Joseph Henry

(1797-1878), a pioneer American physicist and first Secretary of the Smithsonian Institution. Volume one of a multi-volume set was published in December 1972. This and subsequent volumes are to be included in the documentary publications program of the National Historical Publications Commission.

JUSTIFICATION OF \$50,000 INCREASE:

General Administration - The workload of the Office of the Assistant Secretary for History and Art (currently consisting of 4 employees) is increasing significantly as the development of Smithsonian Bicentennial programs and projects accelerates toward 1976. In addition, a major new museum on the Mall, the Hirshhorn Museum and Sculpture Garden, will open in early FY 1975; and Hillwood, the late Marjorie Merriweather Post's estate, will be readied for opening to the public as a new Smithsonian museum. These developments, on top of the year-to-year growth in programs of research, exhibition, publication, and public education in history and art bureaus and offices, require an increased administrative oversight capability in the Office of the Assistant Secretary. Funds for a program assistant and support costs (\$40,000) are requested to provide this capability.

Printing and Reproduction - Publication of the first volume of The Papers of Joseph Henry was the culmination of five years of preparatory work in searching out original source material; organizing, transcribing, and editing those materials; placing them in their appropriate historical context; and interpreting them from the perspective afforded by current-day knowledge of the history of American science and technology. The original source materials already uncovered provide much of the documentation necessary for subsequent volumes in the series. A staff assistant (\$10,000) to transcribe and sort these materials would be an invaluable aid to the historian and his research assistant and would help assure timely publication of forthcoming volumes.

NATIONAL MUSEUM OF HISTORY AND TECHNOLOGY

1973 Actual.....\$2,787,000
 1974 Estimate.....\$3,854,000
 1975 Estimate.....\$4,093,000

(Dollars in thousands)	Base FY 1974	Increase Requested	Est. FY 1975
Number of Permanent Positions..	<u>197</u>	<u>0</u>	<u>197</u>
11 Personnel Compensation.....	2,982	109	3,091
12 Personnel Benefits.....	253	9	262
21 Travel & Trans. of Persons..	43		43
23 Rent, Comm. & Utilities.....	15		15
24 Printing and Reproduction...	8	41	49
25 Other Services.....	283	55	338
26 Supplies and Materials.....	75	20	95
31 Equipment.....	<u>195</u>	<u>5</u>	<u>200</u>
TOTAL	<u>3,854</u>	<u>239</u>	<u>4,093</u>

Analysis of Increase

Necessary Pay.....	118
Support Funds.....	<u>121</u>

ABSTRACT - The National Museum of History and Technology is the repository of the national collections documenting the historical and technological achievements of the American people. In FY 1975 an increase of \$121,000 is requested to meet the following support requirements: (1) Registration - \$30,000 to fund contracts for records management specialists for the development of a uniform, coordinated record-keeping system and \$5,000 for photographic support for identification and documentation purposes; (2) Conservation - \$10,000 to initiate restoration and conservation of the Warshaw Collection of Business Americana; (3) Printing and Reproduction - \$36,000 to cover rising printing costs; and (4) Buildings and Facilities Management - \$40,000 to contract for the refurbishing of exhibit halls. An increase of \$118,000 for necessary pay is also requested.

PROGRAM - The National Museum of History and Technology (NMHT) occupies a unique position among the great museums of the world. As the repository of the national collections documenting the historical and technological achievements of the American people, the Museum has responsibility for over 16,000,000 objects related to all facets of the American experience. Each of these objects must receive the highest level of professional care and preservation and must be stored and exhibited using the best techniques available.

Since opening in 1964, the NMHT has provided a variety and richness of public exhibits seen by over 54,000,000 visitors. The Museum annually receives more visitors than any other museum in the world. As the most visited museum in the world, it will be host to almost 7,000,000 visitors during FY 1974. It is anticipated that this annual attendance figure will total more than 15,000,000 by the Bicentennial year, 1976, and continue for several years thereafter.

As a center for the scholarly study of the history of American civilization and the history of science and technology, this Museum continues to support and encourage basic research and publication in many subject fields, ranging from early exploration to studies of contemporary American culture.

In FY 1974, exhibit installation has been completed in the third floor exhibit area representing important aspects of American technology; i.e., the Hall of Printing

and Graphic Arts, the Hall of Photography, the Hall of Stamps and Mail, the Hall of News Reporting, and the Hall of Money and Medals. The major portion of exhibit resources in FY 1974 is being directed towards "Suiting Everyone," an exhibit on the development of ready-to-wear clothing in the United States from the 18th century to the present, and "Of the People," an exhibition focusing on the unique and distinctive political process in the United States, relating how the American people have formed and influenced their government and been affected by their government.

JUSTIFICATION OF \$121,000 INCREASE:

Registration - The national historical collections now contain more than 16,000,000 items many of which are not yet adequately preserved, stored, recorded, and catalogued. The size and variety of the collections, and their disparate origins from within and without the Institution have resulted in the existence of more than 20 variously incompatible record-keeping systems in this museum. With funds provided in FY 1974 the collections management registrarial program has proceeded rapidly with the appointment of a core administrative staff to study and develop collections management procedures and recommend more efficient programs for the future. Under the direction of this staff, curators and support personnel in all divisions are reviewing and revising their procedures to obtain greater conformity and security. In FY 1975, \$30,000 is requested to fund contracts with records management specialists thus permitting the initial implementation of a Museum-wide modern records management and inventory system. In addition \$5,000 is requested for photographic support required for purposes of documentation and identification.

Conservation - The Warshaw Collection of Business Americana, a unique collection of 1 million advertisements, lithographs, photographs, and other memorabilia relating to almost every aspect of American civilization from the early 1800's to 1950, is in constant use for research and the preparation of exhibits. As the collection is composed entirely of paper material, restoration and conservation is required to forestall irreparable damage. An amount of \$10,000 for outside contracts is required to initiate this project which will continue over the next five to ten years.

Printing and Reproduction - No comprehensive catalogue exists for current special exhibits or for any of 40 major exhibit halls. Such catalogues would add greatly to visitors' comprehension and enjoyment; however, the high costs of printing (\$32,000 for the catalogue planned for the "Suiting Everyone" exhibit) generally precludes their publication. A current and continuing need exists for funds (\$36,000) to publish manuscripts for exhibit catalogues, books, and numerous lesser publications prepared each year by the NMHT staff of curators and historians, and to meet rising printing costs.

Buildings and Facilities Management - Existing exhibit areas, which have accommodated an extraordinary number of visitors since 1964, are becoming worn and dirty; and many exhibits are in need of refurbishment. Exhibits personnel, however, are totally involved in an unprecedented volume of exhibit production and installation; and building maintenance personnel are not trained or equipped to handle valuable and fragile items from the collections. An amount of \$40,000 is requested to contract with experts for the refurbishing of existing exhibits in order to provide clean, attractive surroundings for the collections and visitors.

NATIONAL COLLECTION OF FINE ARTS

1973 Actual.....\$1,368,000
 1974 Estimate.....\$1,607,000
 1975 Estimate.....\$1,714,000

(Dollars in thousands)	<u>Base FY 1974</u>	<u>Increase Requested</u>	<u>Est. FY 1975</u>
Number of Permanent Positions..	<u>79</u>	<u>3</u>	<u>82</u>
11 Personnel Compensation.....	1028	84	1112
12 Personnel Benefits.....	87	7	94
21 Travel & Trans. of Persons..	24		24
22 Transportation of Things....	45		45
23 Rent, Comm. & Utilities.....	10		10
24 Printing and Reproduction...	15	7	22
25 Other Services.....	252		252
26 Supplies and Materials.....	50	9	59
31 Equipment.....	80		80
41 Grants.....	<u>16</u>		<u>16</u>
TOTAL	<u>1607</u>	<u>107</u>	<u>1714</u>

Analysis Of Increase

Necessary Pay.....	44
Support Funds.....	63

ABSTRACT - The National Collection of Fine Arts (NCFA), the oldest national collection of art, is devoted to the conservation, study, and presentation of American painting, sculpture, prints and drawings, and, in the Renwick Gallery, American design and crafts. In FY 1975 an increase of 3 positions and funding of \$63,000 is requested to meet the following support requirements: (1) Conservation - an additional conservator (\$18,000), specializing in works on paper, and supporting funds of \$9,000 for laboratory equipment and supplies; (2) Registration - an additional person to serve as assistant to the registrar for the effective control of expanding collections (\$10,000); (3) Archives - an archivist (\$12,000) to handle the photographic reference files, shortly to be increased by over 400,000 negatives of works of American art, and an additional \$7,000 for equipment and supplies; and (4) Printing and Reproduction - \$7,000 to meet the cost of increased publication activity. An amount of \$44,000 is also requested for necessary pay.

PROGRAM - This major collection of American art, the origins of which go back to the 1830's, was uncatalogued and ill-housed until the present facility was opened in the former Patent Office in 1968. The collection of some 15,000 works has now been registered on computer and arranged, either in carefully planned galleries or in systematic storage, so that every work is available for public pleasure or scholarly study. About 1,700 works are on loan to public offices in the Washington area. Exhibitions are presented in the United States and abroad, and an active program of education is maintained for the schools and the general public.

In FY 1974, twenty-three exhibitions were organized and presented, including "Paintings from the Pacific Northwest," "Shaker" (at the Renwick Gallery), the 25rd National Exhibition of Prints (in conjunction with the Library of Congress), and the "Paintings of Robert Loftin Newman." Exhibitions were accompanied by authoritative publications prepared by the museum. Some nineteen separate publications were

issued. The important Lincoln Gallery was restored and totally reinstalled to present a wide range of aspects of American art from the eighteenth century to the present. New galleries devoted to European paintings and sculpture, and portrait miniatures were opened. "Explore," a special children's gallery, was newly installed. NCFA's Office of Exhibitions Abroad arranged for exhibitions to travel to Europe and South America. The very active education program was expanded to offer further activities for school children and the public. (Some 15,000 public school children attended sessions within the museum, and many others were reached in the schools themselves.) Thirty-six museum interns were introduced to museum practices through on-the-job training. The research program included nine doctoral students completing studies of American art.

JUSTIFICATION OF \$63,000 INCREASE:

Conservation - Although this large collection has now been properly catalogued and made available to the public and scholars, the effect of many years of neglect has not yet been entirely compensated for. A major part of the collection is in need of restoration or special care. With only two conservators, NCFA's progress in arresting the deterioration of paintings, sculpture, and graphic works and returning them to a proper condition for display has been slower than either proper use of the collection or the safety of the works requires. In order that this essential task can be accomplished more effectively, an additional conservator, specializing in works on paper (\$18,000) and supporting funds of \$9,000 for laboratory equipment and supplies are requested.

Registration - In order to assure the proper use of the collection and to accommodate the additional activity of the Renwick Gallery, it has been necessary to reorganize the entire registrarial operation over the last two years. The registrar is responsible for all works of art in the museum, both borrowed and permanent, for their registration, storage, shipping, photographing, and accessibility to public and scholars. Each year, in addition to the daily work of maintaining the collection, an average of 1,000 works are accessioned, computer files are maintained, 4,500 transactions of lending, borrowing, and shipping of works are completed, some 12,000 photographs are made and supplied to requesters--all by a staff of only nine persons. For the effective operation of this expanded activity an additional person to serve as assistant to the registrar is needed (\$10,000).

Archives - The NCFA has become a major reference center for information about American art, yet much material on hand has not yet been organized to allow its maximum use by the public. Most critical are the rapidly growing photographic reference files, now numbering over 75,000 and shortly to be increased by over 400,000 photographic negatives of works of American art from the Juley collection. A knowledgeable archivist (\$12,000) is badly needed to make this material available, and \$7,000 additional for equipment and supplies.

Printing and Reproduction - In the expansion of its educational activity in American art, the range and nature of the NCFA's publications has changed. The eight major and many smaller publications planned for FY 1974, which range from the first full study of the painter Robert Loftin Newman to a presentation of Shaker furniture, extend a bridge between the most advanced research in American art and a broad public. Much material on American art and artists is being made available to the public for the first time through this program. All exhibitions and many permanent galleries are supplemented with published information that serves to make the material more accessible to the public. If this program is to continue at its present level and expand to those galleries not yet covered, \$7,000 of additional funds to meet rapidly rising printing costs are required.

NATIONAL PORTRAIT GALLERY

1973 Actual.....\$1,031,000
 1974 Estimate.....\$1,144,000
 1975 Estimate.....\$1,260,000

(Dollars in thousands)	Base FY 1974	Increase Requested	Est. FY 1975
Number of Permanent Positions..	44	6	50
11 Personnel Compensation.....	706	89	795
12 Personnel Benefits.....	61	7	68
21 Travel & Trans. of Persons..	20		20
22 Transportation of Things....	11		11
23 Rent, Comm. & Utilities.....	8		8
24 Printing and Reproduction...	5	7	12
25 Other Services.....	51	6	57
26 Supplies and Materials.....	30	7	37
31 Equipment.....	244		244
41 Grants.....	8		8
TOTAL	1,144	116	1,260
<u>Analysis of Increase</u>			
Necessary Pay.....		26	
Support Funds.....		90	

ABSTRACT - The National Portrait Gallery (NPG) is the only national museum of American history that tells the history of the United States primarily in terms of the men and women who made that history. In FY 1975 an increase of 6 positions and funding of \$90,000 are requested to meet the following support requirements: (1) Conservation - a painting conservator (\$13,000) to eliminate the backlog in painting restorations and \$8,000 to permit contracting for specialists in paper and sculpture conservation and for the purchase of necessary supplies and materials for conservation and frame restoration; (2) General Administration - a deputy administrative officer (\$16,000) to assist with personnel administration, monitoring of contracts, and to serve as a liaison with other offices and bureaus in the Institution and \$3,000 for the purchase of office supplies and furnishings and the costs of office machines; (3) Public Orientation and Education - a clerk typist (\$8,000) to assist with mailings, files and planning for lectures, films, and other special events and \$14,000 to permit the hiring of part-time information desk receptionists and the publication of building leaflets and educational materials on special exhibits for free distribution; (4) Library - a library technician and a clerk typist (\$18,000) to eliminate cataloguing backlogs and to assist in processing book orders; and (5) Photography - a lab technician (\$8,000) to enable the photographer to meet the higher volume of work orders occasioned by an expanding exhibit schedule and \$2,000 for film and photographic supplies. An increase of \$26,000 in necessary pay is also requested.

PROGRAM - The National Portrait Gallery is the only national museum of American history that tells the history of the United States primarily in terms of the men and women who made that history. The portraits of these men and women are crucial documents of historical evidence and bear strong witness to the roles these people have played in the American experience.

The Gallery's activities include: (1) the expansion and care of its collections; (2) public education through the exhibition of the permanent collection and specially organized temporary exhibitions; (3) the preparation and national distribution of



The Gallery produces major books, prepares special educational materials---booklets, teachers' guides, biographical sketches---and orientation brochures, and provides a variety of color and black and white reproductions for use by schools.

scholarly and popular publications related to these exhibitions; and (4) the compilation of a definitive catalogue of American portraits, constituting a unique information resource in the areas of American history and biography, art, and iconography.

Nearly 100 portraits were added to the permanent collection in FY 1973 and 1974, more than half of them by gift. Among the most important were a miniature of John Paul Jones by the Comtesse Turpin de Crissé, one of five known plaster casts of the bust of Thomas Jefferson done by Pietro Cardelli when the former President was 76 in 1819, a terra-cotta bust of General Winfield Scott by William Rush, and the only known life portraits of writer F. Scott Fitzgerald and composer Charles Ives.

The Black Presence in the Era of the American Revolution, 1770-1800, an exhibition which included more than 250 paintings, prints, broadsides, documents, letters, and other objects, drew an attendance of more than 160,000 which was larger than that for any exhibition previously held at the Gallery. A catalogue was published in book form by the New York Graphic Society in association with the Smithsonian Institution Press. A 72-page educational booklet and a teaching guide also were produced. A small show marking the sesquicentennial of the Monroe Doctrine opened on the anniversary of that event, December 2, 1973. Scheduled for a period of six weeks beginning in February 1974 is an exhibition of self-portraits by American artists containing 109 works ranging in date from the late seventeenth century to the present time. Catalogues accompany both of these exhibitions.

The Gallery's first major bicentennial exhibition In the Minds and Hearts of the People: Prologue to Revolution, 1760-1774 will open on June 14, 1974. A full-scale catalogue of the exhibition is being published by the New York Graphic Society, and related educational materials also will be produced.

JUSTIFICATION OF \$90,000 INCREASE:

Conservation - Because the Gallery's permanent collection is still weak in a number of significant areas, it is extremely important that every portrait acquired be placed on public view as quickly as possible. Unfortunately, more than half of the paintings which are added to the collection need restoration--sometimes quite extensive in nature--before they can be exhibited. In FY 1973 and 1974, for example, the NPG conservator completed 125 requests for the routine examination and minor restoration of paintings, in addition to the relining and total restoration of 13 paintings, each requiring a minimum of one week's work. Presently fifteen paintings await restoration, including portraits of Robert Morris, a signer of the Declaration of Independence; President William Howard Taft; and a large Benjamin West portrait of signer Henry Middleton and his family, which alone will require an estimated twenty weeks to restore. To eliminate an existing backlog and to conserve the permanent collection and attend to new acquisitions, the Gallery urgently needs an additional painting conservator (\$13,000). Funds are also requested (\$8,000) to contract for paper and sculpture conservation (areas requiring the skills of specialists but where present requirements do not justify hiring full-time staff) and to purchase relining materials and chemicals required for the conservation of paintings and supplies for frame restoration. The frames of over 30 paintings now on view need restoration which could be provided by a staff member now being trained in the National Collection of Fine Arts' frame shop.

General Administration - The director and administrative officer comprise the same level of administrative staff extant at the inception of the Gallery five years ago. A deputy administrative officer is needed to assist in the increasingly complex operation of the Gallery (\$16,000). Support funds (\$3,000) are needed for the purchase of office supplies and furnishings and for office machines (typewriters, copiers, etc.).

Public Orientation and Education - Wider public recognition of the NPG's programs will attract more visitors and enhance the Gallery's ability to elicit

gifts from prospective donors, many of whom in the past, ignorant of the Gallery's existence, have let portraits of important national figures reach the highly inflated commercial market. A clerk typist (\$8,000) is required to support the Gallery's public affairs officer by assisting with mailings, files, and planning for lectures, films, and other special events which will take place in the historic "Model Hall" of the Gallery being restored in FY 1974. So that the guard force can devote its undivided attention to security responsibilities, which will become more demanding as attendance (up 47 percent in the first half of FY 1974) increases, the Gallery needs to hire part-time information desk receptionists to work weekends, dispense literature and self-guiding tour materials, and monitor audio-visual mechanisms (\$7,000). In addition, funds are required for orientation leaflets and educational materials for free distribution in connection with the Gallery's special exhibitions (\$7,000).

Library - The library staff is overburdened by routine tasks of cataloguing new titles and responding to staff and public requests for library services. In FY 1973, 1,400 titles were catalogued, but 2,700 remain in a backlog which has accumulated over the past five years. A library technician (\$10,000) is needed to reduce this backlog, as well as to assist in processing orders (a need estimated at two days per week above the present capability). In addition, a clerk typist (\$8,000) is required to assist the librarian with administrative and clerical tasks which now take the time of professional and technical library staff. There is no present clerical support in the library which serves both the National Portrait Gallery and the National Collection of Fine Arts.

Photography - In FY 1973 the Gallery's photographer responded to over 350 work orders which required 1,640 black and white photographs, 8,400 prints, 4,500 35mm slides, and 970 color reproductions and negatives. The demand for photo services in connection with research, documentation, exhibits production, and public education will increase in FY 1975 with the expansion of the NPG exhibit schedule following the renovation this spring of the "Model Hall" and other areas. A lab technician (\$8,000) will assist the photographer to meet the higher volume of orders and enable him to direct the production of educational film strips, slide sets, video tapes, etc. increasingly needed by the Gallery. An additional \$2,000 is requested for film and photographic supplies increasingly used to document the collections, provide reproductions ordered by the public, and for photographic enlargements needed in connection with the installation of exhibitions.

HIRSHHORN MUSEUM AND SCULPTURE GARDEN

1973 Actual.....\$1,140,000
 1974 Estimate.....\$1,301,000
 1975 Estimate.....\$1,275,000

(Dollars in thousands)	Base FY 1974	Increase Requested	Est. FY 1975
Number of Permanent Positions..	37	15	52
11 Personnel Compensation.....	470	235	705
12 Personnel Benefits.....	40	20	60
21 Travel & Trans. of Persons..	15		15
22 Transportation of Things....	11	-6	5
23 Rent, Comm. & Utilities.....	24	-12	12
24 Printing and Reproduction...	5	38	43
25 Other Services.....	110	280	390 ?
26 Supplies and Materials.....	21	5	26
31 Equipment.....	600	-586	14
41 Grants.....	5		5
TOTAL	1,301	-26	1,275
<u>Analysis of Increase</u>			
Necessary Pay.....		20	
Program Funds.....		-46	

ABSTRACT - With its opening in the fall of 1974, the Hirshhorn Museum and Sculpture Garden (HMSG) must be prepared to maintain a full and balanced program of exhibitions, educational activities, research, curation, and technical support, including conservation, registration, and publication. A build-up of staff is required to meet these needs. No additional funds are requested for FY 1975. A net savings of \$26,000 is projected. This estimate is based on a cost savings in the base resulting from the completion of major procurement of furnishings and equipment and the relocation in FY 1974 of personnel transferring with the collection to Washington, D. C.

PROGRAM - The HMSG will house a magnificent gift to the nation of outstanding modern paintings and sculpture. While the Hirshhorn collection will form the strong core of the Museum's holdings, a continuing program of new acquisitions by gift and purchase will be pursued. In addition, a lively program of temporary exhibitions utilizing loaned materials will enhance the breadth and depth of the Museum's offerings to the viewing public. For scholars, students, museum professionals, teachers, researchers, and art publishers, the HMSG will continue to be a major source of documentation and reference in the field of modern art.

The Act of November 7, 1966, authorized construction of the Museum and designated the Mall site. Building construction, which began in March 1970, is now substantially completed. The building was made available for occupancy by the staff in December 1973. All phases of the work are presently geared to prepare for the opening of the Museum in the fall of 1974.

In FY 1974 extensive planning is being devoted to the establishment of a full range of museum activities, including curation, conservation, registration, exhibition, and loan activities. In addition, development has begun of a comprehensive education program involving an electronic tour-guide system, docent services, and the preparation and scheduling of auditorium activities of special interest to the Washington community.

Initial work is also proceeding in the preparation of exhibit catalogues and the arrangement of study facilities for visiting scholars, research fellows, and qualified students studying specific works in the collection.

JUSTIFICATION OF 15 POSITIONS - Additional required technical and support staff include three positions for general administration, five for conservation work, two to assist in registration, two for research, one position for photography, an additional position in public orientation and education, and one exhibits technician. The redistribution of funds and the requested increase in personnel in FY 1975 will enable the Museum to strengthen its staff in support areas such as registration and conservation and to make fully operational ongoing and planned programs related to education, the research, curation, and exhibition of approximately 6,000 works of art, and the preparation of museum publications. Also funded in the FY 1975 estimate is the planning and installation of one major and one minor exhibition.

FREER GALLERY OF ART

1973 Actual..... \$182,000
 1974 Estimate..... \$206,000
 1975 Estimate..... \$280,000

(Dollars in thousands)	Base FY 1974	Increase Requested	Est. FY 1975
Number of Permanent Positions..	14	4	18
11 Personnel Compensation.....	160	56	216
12 Personnel Benefits.....	13	4	17
25 Other Services.....	15	7	22
26 Supplies and Materials.....	15		15
31 Equipment.....	3	7	10
TOTAL	206	74	280

Analysis of Increase

Necessary Pay.....	7
Support Funds.....	67

ABSTRACT - The Freer Gallery of Art has a continuing program to search for works of art of the highest quality to be added to the collections, especially Far and Near Eastern art, and to display, conserve, and study these objects as keys to understanding the civilizations that produced them. In FY 1975, \$67,000 and 4 positions are requested to meet the following support requirements: (1) Public Orientation and Education - an education specialist (\$13,000) with proper linguistic and art history training to take charge of all educational programs; (2) Registration - an assistant registrar (\$11,000) to assist in handling the current ongoing workload and to prepare and coordinate records for the central files; (3) Archives - funding of \$4,000 to permit microfilming of irreplaceable documents in a state of deterioration; (4) Conservation - a conservator (\$13,000) and \$2,000 for equipment to continue quantitative analysis and restoration of collections on a more timely basis; (5) Library - An assistant librarian (\$16,000); and (6) Photography - \$8,000 for the purchase or rental of photographic equipment permitting inexpensive and prompt preparation of requested slides, photographs, and copies of documents and records. An amount of \$7,000 is requested for necessary pay.

PROGRAM - The Freer Gallery of Art houses one of the world's most distinguished collections of Far and Near Eastern art. Included in the collection are over 10,000 works of art from China, Japan, Korea, India, and the Near East. The collection covers paintings, sculptures, and other objects in stone, wood, lacquer, jade, pottery, porcelain, bronze, gold, and silver. Items not currently on exhibition and the library of 40,000 volumes are available to students and scholars and used extensively.

During the past few years cultural exchange between the United States and the countries of the Far and Near East has greatly expanded. The resumption of travel to the People's Republic of China has resulted in an extraordinary reawakening of interest in Chinese culture. There has been a corresponding increase in requests for assistance from scholars, both at home and abroad, for tour service, for lectures, and for general information. Curatorial staff members are having to devote more and more of their limited time to respond to these requests.

JUSTIFICATION OF \$67,000 INCREASE:

Public Orientation and Education - Tour service is available, by appointment, at the Gallery on Monday through Friday of each week. Since tour services are requested by groups ranging from grammar school children to graduate students specializing in the Far and Near East, the staff member in charge of the tour must know

precisely the level and interests of each group. Currently there is no member of the staff assigned solely to this project. The addition of an education specialist (\$13,000) with proper linguistic and art history training is requested to take full charge of all education programs. This would allow further expansion of the tour program and provide for the development of a full range of educational materials for use both inside and outside the Museum.

Registration - With the continuing growth of the collection and the addition of new information relating to objects previously acquired, it is essential that the inventory of the collection be continued and be made current. In addition, a new Institution-wide registrarial system, which will provide greater accessibility of information for the staff and the public and a duplicate set of vital records, has substantially increased the registrarial workload. Records must be prepared and coordinated for the central files. The Freer Gallery has but one person in a registrarial position. To assist in meeting these current and continuing needs, an assistant registrar (\$11,000) is required.

Archives - The correspondence of Charles Lang Freer records in precise detail the formation of the collection, the opinions of various scholars regarding individual objects in the collection, and provides invaluable information concerning the presentation of the collection to the nation. A considerable amount of discoloration and deterioration of the stationery makes it imperative that a microfilm copy of these irreplaceable documents be made. One-time funding of \$4,000 is requested for this purpose.

Conservation - The conservation laboratory is responsible for the repair and cleaning of the objects in the collection and their preparation for exhibition, as well as the investigation of the materials from which they are made so that man may better understand the great civilizations of the past and gain insight into materials and techniques of value to our future. There has been a continuing need for an additional conservator, with the result that a backlog of work has been growing rapidly. New standards and techniques are constantly developing, the implementation of which requires that a longer period of time be spent in conserving individual objects. The conservation laboratory is continuing its inventory of the collection to ascertain its condition. Thus far, repairs have, of necessity, been made on a piece-by-piece basis as requested by curators, or as they are required for exhibition.

When studying art objects, quantitative analysis assists in determining those parts that are genuine and those that are spurious. Quantitative analysis of the Chinese bronze ritual vessels in the collection enabled the Gallery to ascertain the alloy constituents of each piece. Consequently, it was possible to understand more fully the bronze technology of the people who made the bronzes; and eventually the information will be of inestimable value in dating and sorting out the place of manufacture. The results of those researches have been published in The Freer Chinese Bronzes, Vol. II. The Gallery is now pursuing similar research on other groups of objects in the collection.

To continue the quantitative analysis and restoration of collections on a more timely basis, an additional conservator (\$13,000) is required. Continuing advances being made in the analysis and conservation of art objects necessitate the purchase of new equipment (\$2,000) that will enable the laboratory to provide more precise information with greater speed.

Library - The Freer Gallery of Art library specializes in materials related to the art and culture of the Far and Near East. Books, periodicals, photographs, slides, maps, and archival material on all phases of the Freer collection come within its jurisdiction. The library is open to the public and is widely used by scholars doing research on all aspects of Oriental art. In addition, library personnel

take part in the cataloguing and documentation of objects in the collection and provide information about the collection on an international basis. Since approximately half of the titles in the library are in Chinese, Japanese and other Oriental languages, it is important that some of the personnel have a working knowledge of one or more of those languages. Funds for an assistant librarian (\$16,000) fluent in Chinese and Japanese are requested.

Photography - The inexpensive and prompt preparation of photographs and slides and copies of documents and records is one of the most important public educational services provided by the Gallery. Requests for this service have continued to increase. Additional equipment for photographing and storing the photographs and slides is essential if the Gallery is to properly meet its responsibility to the public (\$5,000). In addition, an amount of \$3,000 is requested for the rental of a photocopier.

ARCHIVES OF AMERICAN ART

1973 Actual.....\$200,000
 1974 Estimate.....\$234,000
 1975 Estimate.....\$284,000

(Dollars in thousands)	Base FY 1974	Increase Requested	Est. FY 1975
Number of Permanent Positions..	<u>12</u>	<u>1</u>	<u>13</u>
11 Personnel Compensation.....	174	19	193
12 Personnel Benefits.....	15	1	16
21 Travel & Trans. of Persons..	4	1	5
22 Transportation of Things....	3		3
23 Rent, Comm. & Utilities.....	16	4	20
24 Printing and Reproduction...	15	8	23
25 Other Services.....	3	6	9
26 Supplies and Materials.....	3	4	7
31 Equipment.....	<u>1</u>	<u>7</u>	<u>8</u>
TOTAL	<u>234</u>	<u>50</u>	<u>284</u>
<u>Analysis of Increase</u>			
Necessary Pay.....		7	
Support Funds.....		43	

ABSTRACT - The Archives of American Art (AAA) aids research and scholarship in the history of visual arts by acquiring, organizing, and preserving the primary documentation needed by historians. In FY 1975 an increase of 1 position and \$43,000 is requested to meet the following support needs: (1) one archives aide (\$7,000) and additional funds of \$17,000 to increase processing capability in the Washington center, thereby reducing backlog of unprocessed and unfiled work; (2) \$11,000 to fund contracts with microfilming firms for on-site filming of valuable collections of historical records; and (3) \$8,000 to fund inflationary increases in the cost of rent, communications, shipping, printing, etc., in the regional offices. An additional amount of \$7,000 is requested for necessary pay.

PROGRAM - The AAA is committed to aiding research and scholarship in the history of the visual arts in this country from prior to the Revolutionary War period to the present time. It acquires, organizes, and preserves the primary documentation needed by historians--the correspondence, diaries, business papers, and photographs of painters, sculptors, critics, dealers, and collectors, and the formal records of galleries, museums, and art societies. These collections of papers are catalogued, microfilmed, and made available to scholars. Several million original and microfilm items are now held and are being intensively used by staff and fellows of the National Collection of Fine Arts, the National Portrait Gallery, the National Gallery of Art, faculty and graduate students across the country, and by scholars from such places as Chicago, London, Munich, New Orleans, New York, Paris, Seattle, San Francisco, Stockholm, and Tokyo.

The processing and chief reference center of the Archives is located in space provided by the National Collection of Fine Arts and the National Portrait Gallery library. In order to make its holdings readily accessible to scholars throughout the country and to develop a systematic collecting program, small regional centers are currently maintained in Boston, New York, Detroit, and San Francisco.

An oral history program, begun in 1959, has become an historically significant activity. At the present time, the oral history collection comprises more than

fourteen hundred transcripts of interviews with artists, dealers, collectors, and administrators.

The Archives anticipates income from private funds of about \$155,000 in FY 1974.

JUSTIFICATION OF \$43,000 INCREASE (Archives) - One of the primary areas of concern for the Archives has been its processing and chief reference center located in Washington. With the opening of the Detroit office on a full-time basis in FY 1973 and the San Francisco office in FY 1974, and with the continued success of the Boston office in acquiring such important collections as the Brown Gallery records and the papers of Stanley Woodward and Charles Hopkinson, an increased backlog of unprocessed and unfiled work has continued to grow in the processing center in Washington. To eliminate this backlog (currently a full man-year of work, and growing), the Archives requires one full-time archives aide (\$7,000), two 700-hour processing clerks (\$6,000), one microfilm camera (\$5,000), and \$6,000 for increased processing and support costs.

In the New England area, art records have been largely unrecorded by other archival institutions. Several large and significant collections of records such as those of the National Academy of Design, Knoedlers, and the Kennedy Galleries in New York, and art related papers owned by the New York Historical Society and the Massachusetts Historical Society, are available to the Archives for filming but may not be removed from the premises, either due to size or security considerations. In addition, individual donors of papers often prefer the security provided by local handling of their material. An increase of \$11,000 is requested to fund contracts with microfilming firms for the on-site filming of these records which cannot be shipped to the processing center in Washington.

General cost inflation has put an added burden on the regional offices. Increased rent and communication costs plus costs of shipping, material, printing, and other services have forced the regional offices to cut back in their collecting program. An increase of \$8,000 is requested to offset this support problem in the regional offices.

NATIONAL ARMED FORCES MUSEUM ADVISORY BOARD

1973 Actual.....\$146,000
 1974 Estimate.....\$144,000
 1975 Estimate.....\$146,000

(Dollars in thousands)	<u>Base FY 1974</u>	<u>Increase Requested</u>	<u>Est. FY 1975</u>
Number of Permanent Positions..	<u>6</u>	<u>0</u>	<u>6</u>
11 Personnel Compensation.....	76	2	78
12 Personnel Benefits.....	6		6
21 Travel & Trans. of Persons..	2		2
23 Rent, Comm. & Utilities.....	2		2
24 Printing and Reproduction...	2		2
25 Other Services.....	54		54
26 Supplies and Materials.....	1		1
31 Equipment.....	<u>1</u>		<u>1</u>
TOTAL	<u>144</u>	<u>2</u>	<u>146</u>
<u>Analysis of Increase</u>			
Necessary Pay.....		2	
Program Funds.....		0	

ABSTRACT - The Board advises and assists the Board of Regents of the Smithsonian Institution on matters concerned with the portrayal of the contributions of the Armed Forces of the United States. No program increase is sought for FY 1975. An amount of \$2,000 is requested for necessary pay.

PROGRAM - The National Armed Forces Museum Advisory Board, established by Public Law 87-186 (approved August 30, 1961), advises and assists the Board of Regents of the Smithsonian Institution on matters concerned with the portrayal of the historical contributions which the Armed Forces of the United States have made to national development; on matters relating to the implementation of a Bicentennial Outdoor Museum; and on matters relating to the Dwight D. Eisenhower Institute for Historical Research, which is funded by the National Museum of History and Technology.

In 1976 the Smithsonian Institution will present, in cooperation with the Department of the Interior and other interested agencies, a special Bicentennial living-history program consisting of an authentic re-creation of the daily camp life of the citizen-soldier of the American Revolution. Present plans anticipate daily public performances by a cast of approximately 150 people for a period of about 10 weeks. This presentation is being planned and will be produced by the present staff of the National Armed Forces Museum Advisory Board. (Program funding has been requested under the American Revolution Bicentennial Program.)

OFFICE OF THE ASSISTANT SECRETARY FOR PUBLIC SERVICE

1973 Actual.....\$178,000
 1974 Estimate.....\$139,000
 1975 Estimate.....\$234,000

(Dollars in thousands)	Base FY 1974	Increase Requested	Est. FY 1975
Number of Permanent Positions..	<u>8</u>	<u>3</u>	<u>11</u>
11 Personnel Compensation.....	121	72	193
12 Personnel Benefits.....	10	6	16
21 Travel & Trans. of Persons..	4	2	6
23 Rent, Comm. & Utilities.....		2	2
24 Printing and Reproduction...		2	2
25 Other Services.....	2	9	11
26 Supplies and Materials.....	1	2	3
31 Equipment.....	<u>1</u>		<u>1</u>
TOTAL	<u>139</u>	<u>95</u>	<u>234</u>
<u>Analysis of Increase</u>			
Necessary Pay.....		5	
Support Funds.....		90	

ABSTRACT - The Office of the Assistant Secretary for Public Service guides and supports the public service units in the development of programs to advance the Institution's objectives in education and information. An increase of 3 positions and funding in the amount of \$90,000 is sought to support video work, to coordinate all educational programs from elementary through advanced studies, and to provide additional administrative help. Funds in the amount of \$5,000 are sought for necessary pay.

PROGRAM - The primary functions of the Office of Public Service are to stimulate, to coordinate, and to supervise the steadily increasing activities of the Smithsonian's educational and public service components. These include the unique experimental efforts of the Anacostia Neighborhood Museum, the many-faceted work of the Division of Performing Arts in synthesizing and presenting to the American public across the nation the historical and continuing development of the American aesthetic experience, the programs of the Office of Elementary and Secondary Education to make the Smithsonian's facilities and collections accessible and pertinent to visiting school children, the dissemination of Smithsonian research and interests through the Smithsonian Press and the Smithsonian Magazine, the organization and conduct of meaningful adult and teenage educational presentations by the Smithsonian Associates, a nation-wide basic educational program conducted by Reading Is Fundamental, Inc. under Smithsonian auspices, and an active public affairs operation dedicated to keeping Americans correctly informed of the educational programs and exhibits available to them at or through the facilities of the Smithsonian Institution.

JUSTIFICATION OF \$90,000 INCREASE:

Public Orientation and Education - The need to use modern technology for education has prompted the Smithsonian to employ a video program coordinator. The potential use of audio-video communications for information transfer and educational services is tremendous. Someone familiar with telecommunications would strengthen this effort (\$16,000). The Free Film Theater is run in the Museum of History and Technology. Additional funds are requested to bring outstanding educational films to the public. Recently "The Ascent of Man" series has been shown. Due to its

popularity, additional showings have had to be scheduled and admission has been by ticket. Additional money for rentals (\$3,000) would make possible the showing of additional high quality films.

In pursuance of its basic mandate for the diffusion of knowledge the Institution devotes a major effort to public education. Exhibits fill part of this requirement, but their focus is necessarily broad in scope and only effective to the extent that the very general audiences who view them are receptive to their message. Research publications are another element of our education effort, but these in turn appeal for the most part to restricted audiences specifically interested in their contents. The Institution has therefore developed in recent years a wide range of direct educational efforts designed to meet the needs and to develop the interests of specific interest groups such as elementary and secondary school children and their teachers, pre- and post-doctoral researchers, seminar participants, minority group trainees, and groups of people of varying age and educational backgrounds but who share some specific common interest in pursuit of which they are enrolled in a Smithsonian Associates class. These special educational activities are planned and conducted in several small program offices including those under the general heading of Academic and Educational Programs, as well as in the major museums and galleries which properly have programs tailored to their own collections, exhibitions, and audiences. Adequate planning assistance, guidance, coordination, and evaluation of all these special education activities is required at the Institutional level. A coordinator of programs is requested (\$26,000) with office support funds (\$3,000).

General Administration - A special assistant for programs is needed to help the Assistant Secretary with operational and programming functions (\$31,000). Funds are also required for travel and office expenses (\$11,000).

ANACOSTIA NEIGHBORHOOD MUSEUM

1973 Actual..... \$261,000
 1974 Estimate..... \$319,000
 1975 Estimate..... \$382,000

(Dollars in thousands)	Base FY 1974	Increase Requested	Est. FY 1975
Number of Permanent Positions..	21	0	21
11 Personnel Compensation.....	206	10	216
12 Personnel Benefits.....	18	1	19
23 Rent, Comm. & Utilities.....	28	14	42
24 Printing and Reproduction...	12	2	14
25 Other Services.....	39	36	75
26 Supplies and Materials.....	10		10
31 Equipment.....	6		6
TOTAL	319	63	382
<u>Analysis of Increase</u>			
Necessary Pay.....		11	
Support Funds.....		52	

ABSTRACT - The Anacostia Neighborhood Museum (ANM) provides a relevant and educational museum experience for audiences unaware of or unaffected by major museum resources on the Mall. An exhibits design and production laboratory, presently under construction, will provide a facility for training museum technicians and for producing exhibits pertinent to and representative of the lives and experiences of minority group members. An increase of \$52,000 is requested in FY 1975 to meet the following support requirements: (1) Buildings and Facilities Management - \$50,000 to fund operating and maintenance costs of the new laboratory facility, e.g. utilities, telephone, custodial services, office furnishings, supplies, and equipment and (2) Printing and Reproduction - \$2,000 to fund printing costs of exhibit catalogues and educational pamphlets and brochures. An additional \$11,000 is requested for necessary pay.

PROGRAM - ANM was opened in 1967 to reach out to new audiences who are unaware of museum resources, physically too far from them, or, as inhabitants of low-income population density centers, do not see the interest or relevance of museums. By linking its research, exhibits, and education activities directly to the needs of the community, the ANM has assured a fresh, nontraditional approach to the role of the museum. The Museum is a combination of many things. It offers learning experiences through changing exhibits on subjects relevant to the community. It serves as a community center, recreational facility, and arts and crafts workshop. Exhibit and education efforts have focused on Black history, music, and the fine arts as well as urban problems. Two major exhibits have been produced in FY 1974--"Africa - Three Out of Many: Ethiopia, Ghana, Nigeria" and the "Barnett-Aden Exhibition," a private collection composed largely of the works of important Afro-American artists.

Activities in the education area include guided tours of museum exhibits; special programs and activities in the Children's Room, ranging from demonstrations in soap making to seminars and forums on housing, urban renewal, and mass transportation; films, lectures, and a pilot seminar conducted in cooperation with the Career Development Department of the D. C. schools; many performing arts programs such as the Young People's Festival of the Arts; and major outreach efforts in the Anacostia schools.

JUSTIFICATION OF \$52,000 INCREASE:

Buildings and Facilities Management - In the field of exhibits preparation, there is a great need for creative people who are sensitive to the needs of inner city minority groups. In an attempt to alleviate this shortage, which exists not only in the Smithsonian but also throughout the museum field, the ANM is establishing an exhibits design and production laboratory. The Laboratory will be at once a facility for training minority museum technicians, a facility for the production of exhibits and related educational materials for the needs of the ANM and the Smithsonian Institution's Bicentennial programs, and a community center. Its primary function will be a vocational training center for minority museum technicians drawing on local Anacostia residents for the initial trainees, the Laboratory will give on-the-job training in exhibits design and production while experimenting in novel exhibition techniques. When in full operation, the Laboratory will train technicians from all over the country and produce exhibits relevant to minority groups as a function of the Bicentennial outreach programs of the Smithsonian. Using funds appropriated under the American Revolution Bicentennial heading, construction of a laboratory facility has begun and is expected to be completed by the end of FY 1974. The first two years of the training program with prospect for extension will be financed primarily through a foundation grant. Currently, however, no funds have been provided for the operation and maintenance of the Laboratory. An increase of \$50,000 is requested in FY 1975 to fund the costs of telephone service; utilities; custodial services; office furnishings, supplies, and equipment; and various operating costs which will occur in the initial year's occupation of a new building.

Printing and Reproduction - In the past, printing needs of the ANM were funded primarily with private funds. Today, with increased printing requirements for exhibit catalogues and educational materials, rising printing costs, and private funds becoming more and more difficult to obtain, support funds available in the Smithsonian Press for the ANM (\$1,500) have proved to be totally inadequate. An increase of \$2,000 is requested to provide more realistic and dependable support of the Museum's printing needs.

INTERNATIONAL EXCHANGE SERVICE

1973 Actual.....\$152,000
 1974 Estimate.....\$176,000
 1975 Estimate.....\$181,000

(Dollars in thousands)	Base FY 1974	Increase Requested	Est. FY 1975
Number of Permanent Positions..	9	0	9
11 Personnel Compensation.....	100	5	105
12 Personnel Benefits.....	9		9
22 Transportation of Things....	61		61
26 Supplies and Materials.....	5		5
31 Equipment.....	1		1
TOTAL	176	5	181

Analysis of Increase

Necessary Pay.....	5
Program Funds.....	0

ABSTRACT - Through the International Exchange Service, public and private institutions in the United States exchange publications with organizations in other countries. This includes the exchange of official publications such as the Federal Register, the Congressional Record, and U.S. Patent Specifications, as well as private publications such as medical and dental texts. No program fund increase is being requested in FY 1975. An amount of \$5,000 is requested for necessary pay.

PROGRAM - In 1849 the Smithsonian Institution established a system for the exchange of Smithsonian publications with the learned societies of other countries. This program was so successful that later it was expanded to other American organizations. The Exchange's responsibilities were formalized when the Brussels Convention of 1886 was adopted by the United States, and the Smithsonian Institution became the official exchange bureau in the United States for the international exchange of literary, scientific, and cultural publications. In addition, 14 Stat. 573, as amended, provides that the exchange of the United States Government publications shall be made through the Smithsonian. In FY 1973, approximately 2.5 million publications were transmitted to over 100 countries for exchange documents.

DIVISION OF PERFORMING ARTS

1973 Actual.....\$313,000
 1974 Estimate.....\$356,000
 1975 Estimate.....\$362,000

(Dollars in thousands)	Base FY 1974	Increase Requested	Est. FY 1975
Number of Permanent Positions..	<u>10</u>	<u>0</u>	<u>10</u>
11 Personnel Compensation.....	219	6	225
12 Personnel Benefits.....	19		19
21 Travel & Trans. of Persons..	12		12
22 Transportation of Things....	3		3
23 Rent, Comm. & Utilities.....	2		2
24 Printing and Reproduction...	4		4
25 Other Services.....	80		80
26 Supplies and Materials.....	12		12
31 Equipment.....	<u>5</u>		<u>5</u>
TOTAL	<u>356</u>	<u>6</u>	<u>362</u>
<u>Analysis of Increase</u>			
Necessary Pay.....		6	
Program Funds.....		0	

ABSTRACT - The Division of Performing Arts is responsible for the supervision and production of performing arts activities at the Smithsonian, emphasizing those programs that deal with our national aesthetic expressions and that relate to the collections of the museums. No program increase is sought for this activity in FY 1975. Necessary pay in the amount of \$6,000 is being sought.

PROGRAM - The Division of Performing Arts is responsible for the supervision and production of public performances particularly as they evidence themselves in oral, music, or dance forms. The Festival of American Folklife that was presented at a new location on the Mall, along the reflecting pool, and for a longer period, was well received in July 1973. This location will probably be used again in 1974 because of the disruption Metro construction has caused on the old Mall location. This Festival, produced in cooperation with the National Park Service, provides an educational experience for a million visitors. The Division's Jazz Series has been widely acclaimed by audiences and critics alike. The recent publication of the Smithsonian Collection of Classic Jazz (on recordings) has already had major impact on the teaching of American musical history. By staging such events, the Division undertakes to extend and enliven the Institution's educational services to the public.

OFFICE OF PUBLIC AFFAIRS

1973 Actual..... \$405,000
 1974 Estimate..... \$310,000
 1975 Estimate..... \$318,000

(Dollars in thousands)	Base FY 1974	Increase Requested	Est. FY 1975
Number of Permanent Positions..	12	0	12
11 Personnel Compensation.....	211	8	219
12 Personnel Benefits.....	18		18
21 Travel & Trans. of Persons..	2		2
24 Printing and Reproduction...	49		49
25 Other Services.....	22		22
26 Supplies and Materials.....	7		7
31 Equipment.....	1		1
TOTAL	310	8	318

Analysis of Increase

Necessary Pay.....	8
Program Funds.....	0

ABSTRACT - The Office of Public Affairs is responsible for communication of information about the Smithsonian and its programs to the public through various media--radio, television, newspapers, popular and scientific periodicals, press releases, documentary films, and general information and visitor orientation pamphlets and other items. No additional program funds are requested in the FY 1975 budget. Necessary pay in the amount of \$8,000 is sought for current staff.

PROGRAM - The Office of Public Affairs serves millions of museum and gallery visitors annually, as well as the general public, through the communication of factual and educational data about the Smithsonian and its programs. A wide array of communications media are used: radio, television, newspapers, popular and scientific periodicals, press releases, documentary films, the Smithsonian Calendar of Events, Dial-A-Phenomenon, Dial-A-Museum, and general information pamphlets and publications. It also prepares and makes available to museum visitors a variety of building guide leaflets to assist them in their tours of buildings and exhibits. Included in its presentations are the Torch newspaper, Research Reports, and the "Radio Smithsonian" now heard over 95 stations across the nation. The Office of Public Affairs also administers the Office of Special Events, which assists with exhibition openings, seminars, meetings, and special activities held in Smithsonian facilities in Washington, D. C.

SMITHSONIAN INSTITUTION PRESS

1973 Actual.....\$801,000
 1974 Estimate.....\$823,000
 1975 Estimate.....\$864,000

(Dollars in thousands)	Base FY 1974	Increase Requested	Est. FY 1975
Number of Permanent Positions..	26	1	27
11 Personnel Compensation.....	420	38	458
12 Personnel Benefits.....	34	3	37
21 Travel & Trans. of Persons..	2		2
24 Printing and Reproduction...	358		358
25 Other Services.....	5		5
26 Supplies and Materials.....	2		2
31 Equipment.....	2		2
TOTAL	823	41	864

Analysis of Increase

Necessary Pay.....	16
Support Funds.....	25

ABSTRACT - The Smithsonian Institution Press is responsible for the editing, design, production, and distribution of printed material produced by historians, scientists, and curators. Included in this work are books, catalogues, pamphlets, and leaflets. An increase of one position and \$25,000 is requested for a support requirement in Printing and Reproduction to employ an editor. An additional amount of \$16,000 is being sought for necessary pay.

PROGRAM - Press publication activity is a fundamental extension of the work of the Smithsonian's basic research laboratories. Necessary for ecological and agricultural advancement and other basic and applied studies by researchers, these reports are distributed to major libraries and scientific institutions in all 50 states and many foreign countries. For the many millions of visitors to the Smithsonian each year, the Press edits manuscripts and issues contracts for the printing of exhibit catalogues, education pamphlets, and informative leaflets. The Press reviews each manuscript submission for editorial content and completeness, quality of typing, illustrations, etc. before acceptance. Inadequately prepared manuscripts (i.e. those that would be too costly to edit or manufacture) are not accepted for publication. Finally, the Press furnishes the Institution with a variety of necessary manuals, reports, and directories, including copies of Congressional materials and reports from Government agencies.

JUSTIFICATION OF \$25,000 INCREASE (Printing and Reproduction) - The volume of manuscripts is growing and is anticipated to reach 40,000 pages over the next two years as a result of increased productivity on the part of the scientific staff and Bicentennial preparations and presentations. The volume of manuscript production varies substantially among the various bureaus and for this reason, special funding requirements for FY 1975 are being justified in the bureaus generating the increased workload. For a trial period the funds existing in the FY 1974 Press base for printing are being retained by the Press. This will allow flexibility in responding to fluctuating needs and ensure efficient application of this resource.

An increase (\$25,000) is requested to employ an additional editor. Depending on the complexity of the material, an editor can process about 2,200 manuscript pages per year. The current staff of 13 editors and designers can produce about 29,000 pages. The additional editor will help in the timely production of finished publications.

OFFICE OF THE ASSISTANT SECRETARY FOR MUSEUM PROGRAMS

AND

OFFICE OF MUSEUM PROGRAMS

1973 Actual..... \$296,000
 1974 Estimate..... \$337,000
 1975 Estimate..... \$413,000

(Dollars in thousands)	Base FY 1974	Increase Requested	Est. FY 1975
Number of Permanent Positions..	9	3	12
11 Personnel Compensation.....	144	60	204
12 Personnel Benefits.....	14	5	19
21 Travel & Trans. of Persons..	12	1	13
23 Rent, Comm. & Utilities.....	9		9
24 Printing and Reproduction...	16		16
25 Other Services.....	125	3	128
26 Supplies and Materials.....	10	2	12
31 Equipment.....	7	5	12
TOTAL	337	76	413

Analysis of Increase

Necessary Pay.....	7
Support Funds.....	69

ABSTRACT - The Office of the Assistant Secretary for Museum Programs oversees and reviews the Institution's museum and exhibition activities, with special emphasis in developing experimental and educational exhibits, surveying visitor reactions to the Institution's services, and providing advice and technical assistance to other museums.

An increase of 3 positions and funding of \$69,000 is requested to meet the following support requirement: General Administration - an executive assistant for the Assistant Secretary, a curator for the Arts and Industries Building, and a secretary. An additional amount of \$7,000 is being sought for necessary pay.

PROGRAM - The Office of the Assistant Secretary for Museum Programs oversees and reviews the general administration of the Office of the Registrar, Conservation Analytical Laboratory, Office of Exhibits Central, Smithsonian Institution Libraries, Smithsonian Institution Traveling Exhibition Service, Smithsonian Archives, National Museum Act, and the Arts and Industries Building. In addition, it cooperates with museum professionals and their associations and organizations to increase the effectiveness of museums in the performance of their scholarly and public education functions.

The Office of Museum Programs (OMP) maintains three technical programs: (1) a training workshop program in museum practices, (2) a series of audio-visual presentations (slides and video) in conservation techniques, and (3) psychological research measuring the effectiveness of exhibit and educational programs. OMP offers a series of technical workshops to museum professionals throughout the United States. In FY 1975, approximately 25 one-week workshops will be presented on such topics as model-making, lighting, exhibit design, financial planning, etc. These workshops provide on-the-job training. The second special program disseminates information on conservation techniques and practices through the production of slide/audio cassette kits, such as "The Cleaning of Prints, Drawings, and Manuscripts on Paper: Dry Methods," "Handling of Ethnological Specimens," and "Cleaning and Protecting Silver Objects." Twelve individual titles will be completed by the end of FY 1974. Also, 40 one-hour video tapes are produced for student training in conservation. The third major project consists of research studies exploring the learning potentials of museum

exhibits. Currently, research projects are in progress examining the informative levels of guided tours for school youngsters, orientation materials and programs for the general visitor, and a survey of reactions to exhibits of natural history.

JUSTIFICATION OF \$69,000 INCREASE (General Administration) - The Arts and Industries Building, which was completed in 1881, has been declared to be a "Landmark of Importance," by the Joint Landmarks Committee of the National Capital Planning Commission and the Commission of Fine Arts. This building was originally constructed to house large collections of great value donated by foreign governments and other exhibitors at the Philadelphia Centennial Exposition of 1876. Currently it is being used to display test exhibits from the National Air and Space Museum's collections.

For the Bicentennial this exhibition space will be converted into an "Exposition Hall" displaying materials from the national collections held by the National Museum of History and Technology. A curator and secretary (\$33,000) are needed to provide on-the-spot supervision of the installation and maintenance of this exhibition and others that will follow. The curator will also be responsible for the acquisition and inventory of antique furnishings that are expected to be acquired to restore public areas to close to their original appearance. Other object spending (\$11,000) is requested to provide travel, other services, supplies, and equipment for the curator.

An executive assistant (\$25,000) to the Assistant Secretary is requested. He will act as a liaison between the Assistant Secretary and the units reporting to him and will be available to aid the Assistant Secretary in preparing reports and undertaking special studies. No assistant is currently available for assignment to these tasks.

CONSERVATION-ANALYTICAL LABORATORY

1973 Actual.....\$263,000
 1974 Estimate.....\$377,000
 1975 Estimate.....\$571,000

(Dollars in thousands)	<u>Base FY 1974</u>	<u>Increase Requested</u>	<u>Est. FY 1975</u>
Number of Permanent Positions..	<u>19</u>	<u>7</u>	<u>26</u>
11 Personnel Compensation.....	223	104	327
12 Personnel Benefits.....	19	9	28
21 Travel & Trans. of Persons..	10	5	15
23 Rent, Comm. & Utilities.....		1	1
25 Other Services.....	61	27	88
26 Supplies and Materials.....	11	10	21
31 Equipment.....	<u>53</u>	<u>38</u>	<u>91</u>
TOTAL	<u>377</u>	<u>194</u>	<u>571</u>
<u>Analysis of Increase</u>			
Necessary Pay.....		9	
Support Funds.....		185	

ABSTRACT - The Conservation-Analytical Laboratory (CAL) advises on the suitability of building environmental conditions for objects displayed or stored, examines and treats objects for their protection and preservation, analyzes objects for basic research data of interest to scientists and historians, and conducts training programs. The FY 1975 budget proposes an increase of 7 conservators and \$185,000 to continue the phased development of the Laboratory's capability to respond to the conservation needs of newly acquired objects as well as the analysis and treatment of deteriorating objects already in the collections. An amount of \$9,000 also is requested for necessary pay.

PROGRAM - The Conservation-Analytical Laboratory was established in 1963 to serve the museums of the Smithsonian Institution. Staffed by conservators and scientists, it ascertains and advises on the suitability, for artifacts displayed or in storage, of environmental conditions found in the buildings and suggests remedial action if necessary. Based upon examination or analysis, advice is given to curatorial units on conservation procedures for specific objects. Objects which cannot be treated locally, which present special problems, or require more specialized equipment than is available in these units, are treated in this central laboratory.

Analyses of objects or their materials (e.g. pigments, fibers, alloys, or corrosion products) by advanced instrumentation serve to determine appropriate conservation procedures or to provide museum archaeologists and historians with basic research data concerned with dates, attribution, and ancient production methods. Commercial products proposed for prolonged contact with artifacts (or fumigants used in storage) are examined for suitability.

For conservators in the bureaus there are regular lectures and technical information on specific subjects is made available as audio tapes and tape-slide lectures through conservation information programs.

JUSTIFICATION OF \$185,000 INCREASE (Conservation) - Museums serve a unique role in that they are the primary guardians of the evidence of man's cultural development from the earliest times onward. Museum collections, including artifacts, specimens, and works of art, are primary resources in the functions of exhibit display and research. Museums must be able to transmit to future generations the heritage which

previous civilizations have left. For a substantial part of the objects in museum collections this is not likely to occur if greater attention is not given to the needs of conservation. Every material ages and that age brings disintegration. During the last millenia the external factors accelerating this process of decay have been virtually entirely natural in their causes. But over the last century and a half, man has contributed and accelerated this process with the pollution of his increasing urban and industrial society. As a result, objects which under different conditions could have remained sound for decades, or even centuries, are now crumbling. Conservation of the collections requires constant attention to environmental conditions in the buildings and other specialized treatment (including fumigation) to forestall deterioration and decay.

Restoration without a deep understanding of materials' properties and styles is not a complete solution. If it does not affect the causes, it may be worse than nothing. Causes of the decay must be understood. Fundamental research has to be done on the properties of materials; new techniques must be experimented with; and, particularly, new substances used for conservation or repair must be carefully tested to make sure that they will not, now or in the foreseeable future, react adversely with the materials that they are intended to consolidate, or behave towards the objects in a fashion comparable to the pollutants in the air.

The conservation program of the Smithsonian is inadequate to these needs. It must be strengthened both in individual bureaus and in the central Conservation-Analytical Laboratory. Successful conservation efforts in the bureaus require knowledgeable personnel capable of recognizing and correcting specific local conservation problems and treating those items not requiring specialized treatment by the central laboratory.

Accessions of artifacts number about 130,000 a year. Proper treatment of these objects alone is well beyond the present capability of the Institution's conservation facilities. Thirty-two man-years of work each year is estimated to be required for new objects exclusive of the needs of hundreds of thousands of deteriorating objects already in the collections. Conservation and analytical work is detailed and painstaking. During FY 1973 with a staff of 14 scientists, conservators, and support, the CAL completed 202 requisitions involving 597 objects from 31 divisions of 13 bureaus and offices. The additional five positions (and additional space renovation funds approved in the FY 1974 budget) will allow additional projects to be handled, yet thousands of additional requisitions (each one of which might involve many objects) could be submitted by the museums and galleries if they could be undertaken by CAL. By comparison, the British Museum has a conservation-analytical staff of 75 (including 25 conservators and analytical scientists in the central laboratory); and the new Canadian Conservation Institute, which will have five regional centers, is hiring a staff of 100.

In FY 1975, the Laboratory requests seven additional conservators (\$104,000) and funds for travel for professional consultation and instruction; services for equipment maintenance, installation, and computer usage; laboratory supplies; and analytical equipment. (\$81,000)

OFFICE OF EXHIBITS CENTRAL

1973 Actual..... \$2,314,000
 1974 Estimate..... \$1,247,000
 1975 Estimate..... \$1,285,000

(Dollars in thousands)	<u>Base FY 1974</u>	<u>Increase Requested</u>	<u>Est. FY 1975</u>
Number of Permanent Positions..	<u>69</u>	<u>0</u>	<u>69</u>
11 Personnel Compensation.....	890	35	925
12 Personnel Benefits.....	76	3	79
21 Travel & Trans. of Persons..	8		8
22 Transportation of Things....	1		1
23 Rent. Comm. & Utilities.....	4		4
24 Printing and Reproduction...	20		20
25 Other Services.....	85		85
26 Supplies and Materials.....	83		83
31 Equipment.....	<u>80</u>		<u>80</u>
TOTAL	<u>1,247</u>	<u>38</u>	<u>1,285</u>
<u>Analysis of Increase</u>			
Necessary Pay.....		38	
Program Funds.....		0	

ABSTRACT - The Office of Exhibits Central (OEC), working in close collaboration with museum scientists, curators, and historians, prepares exhibits and related products for those museums, programs, and other offices not having their own in-house capabilities. OEC also provides specialized exhibit assistance to other bureaus and offices. No program increase is requested for this office. Necessary pay in the amount of \$38,000 is sought for existing staff.

PROGRAM - The Office of Exhibits Central was established on July 1, 1973, as a result of a reorganization of the former Office of Exhibits Programs. This reorganization also provided for self-contained design and production units in the National Air and Space Museum, the National Museum of History and Technology, and the National Museum of Natural History. The new central office provides design, production, installation, and maintenance services to those museums, programs, and other offices of the Institution not having their own in-house capabilities for this work and provides the following types of exhibit assistance to other museums whose programs do not require or allow full-time staffing and/or establishment of shop facilities. Consultation as well as job performance is available in the following specialized areas: label editorial services, exhibition lighting, exhibit motion picture production, audio-visual installation and maintenance, freeze-dry taxidermy and the services of models, plastics, and restoration laboratories (specializing in fluid, thermo-setting, and reinforced plastics used in museum applications).

OEC also provides and coordinates training in exhibition media and techniques with the Office of Museum Programs and is developing programs to research, design, develop, evaluate, and communicate new exhibition techniques, systems, and procedures of value to the museum community.

OFFICE OF THE REGISTRAR

1973 Actual.....\$221,000
 1974 Estimate.....\$259,000
 1975 Estimate.....\$347,000

(Dollars in thousands)	Base FY 1974	Increase Requested	Est. FY 1975
Number of Permanent Positions..	<u>17</u>	<u>6</u>	<u>23</u>
11 Personnel Compensation.....	158	66	224
12 Personnel Benefits.....	13	6	19
22 Transportation of Things....	84	10	94
25 Other Services.....	2	4	6
26 Supplies and Materials.....	1		1
31 Equipment.....	<u>1</u>	<u>2</u>	<u>3</u>
TOTAL	<u>259</u>	<u>88</u>	<u>347</u>

Analysis of Increase

Necessary Pay.....	10
Support Funds.....	<u>78</u>

ABSTRACT - Since the 1880's, the Office of the Registrar has served as the Registrar for the National Museum of Natural History and the National Museum of History and Technology. This office also has served as the focal point for mail/messenger and shipping service. The role of this office is undergoing a review and it is anticipated that it will emerge as a Central Registrar for the Smithsonian.

An increase of 6 positions and \$78,000 is requested to meet the following support needs: (1) Three positions (\$34,000) and computer time (\$4,000) to develop and begin to implement a Control System of Accession Data; (2) A shipping clerk (\$9,000) and support funds (\$12,000) to expand shipping service and increase shipping funds; and (3) Two positions (\$19,000) to establish a central inquiry desk. Funds in the amount of \$10,000 are also being sought for necessary pay.

PROGRAM - This office was established originally to handle the traditional tasks of shipping and documenting accessions. Since that time other duties have been assigned to this office. One of these, the mail/messenger service, will be moved by the beginning of FY 1975 to the Office of Plant Services in order to be more closely aligned with truck services. Better service to the users will result from this change.

The Central Registrar will emerge as the senior member among the registrars of the bureaus. The new office will assist the registrars in the bureaus in refining and extending registration techniques. The result will be an improved intellectual and physical control over specimens by the bureaus and vastly improved information about holdings on the Institutional level.

JUSTIFICATION OF \$78,000 INCREASE (Registration) - The Central Registrar will study and develop a system for control of accession data within the Smithsonian's SELGEM (Self-Generating Master) program. SELGEM was developed by the Information Systems Divisions as a collections management system. With modifications it can be extended to cover collections in all the bureaus. A systems analyst and clerk (\$24,000) are requested to assist the Central Registrar with systems development and inputting registration data to the computer. The Office of the Registrar still maintains the largest volume of registration data in the Smithsonian. Funds are also requested for computer time and related development expenses (\$4,000). A registrar technician

(\$10,000) is requested to upgrade the registration efforts in small bureaus for integration into the total registration system.

A shipping clerk (\$9,000) and related expenses (\$12,000) are requested to enable the shipping office to respond effectively to requests for its services. With one new museum opening to the public, another under construction, and the volume of shipping that will result from the Bicentennial activities, the workload of this office is expected to increase sharply.

One of the jobs assigned to the Office of the Registrar is to open all mail addressed to "Smithsonian Institution". Once opened, some of the mail can quickly be referred to the appropriate offices. Other inquiries remain in the Office of the Registrar to be answered by them or to have the responses coordinated by this office. Two positions (\$19,000) are requested to undertake this work on a full-time basis. Currently several hundred pieces of mail, of which about one hundred are public inquiries, are received daily in the Office of the Registrar.

SMITHSONIAN INSTITUTION LIBRARIES

1973 Actual.....\$1,034,000
 1974 Estimate.....\$1,178,000
 1975 Estimate.....\$1,673,000

(Dollars in thousands)	Base FY 1974	Increase Requested	Est. FY 1975
Number of Permanent Positions..	65	21	86
11 Personnel Compensation.....	822	253	1,075
12 Personnel Benefits.....	72	22	94
21 Travel & Trans. of Persons..	10	5	15
22 Transportation of Things....	2		2
23 Rent, Comm. & Utilities.....	25		25
24 Printing and Reproduction...	19	37	56
25 Other Services.....	21	23	44
26 Supplies and Materials.....	118	58	176
31 Equipment.....	89	97	186
TOTAL	1,178	495	1,673
<u>Analysis of Increase</u>			
Necessary Pay.....		38	
Support Funds.....		457	

ABSTRACT - The Smithsonian Institution Libraries provide the basic documentary resources and the information search and delivery services that are required by the research, exhibits, and administrative programs of the bureaus and offices of the Institution. An FY 1975 increase of 21 positions and \$457,000 is sought to improve the Libraries standard of performance in four major areas: (1) research and information services - 13 positions and \$181,000 to provide an acceptable level of on-site information and collection management services and to bolster branch library capabilities; (2) general reference and circulation services - 2 positions and \$20,000 to meet demands for service which have increased over 30 percent since the staff was last augmented; (3) support services - 6 positions and \$83,000 to provide services such as acquisition, cataloguing, binding, and preservation, and an additional amount of \$35,000 to fund contracts with commercial binders and rare book specialists; and (4) book, journal and other documentary resources - \$138,000 to purchase books and journals on subjects relevant to the Smithsonian research and exhibit programs. Necessary pay in the amount of \$38,000 is also required.

PROGRAM - The Smithsonian Institution library facilities, consisting of a general library and several bureau libraries, support the research, exhibit, and educational programs of the Smithsonian Institution by acquiring, cataloguing, and indexing books, journals, documents and reports and providing research services based on these collections. The Libraries' collections have achieved national significance in natural history, American ethnology, fine arts, and the history of science, American technology, and culture.

JUSTIFICATION OF \$457,000 INCREASE (Libraries):

Research and Information Services - Since 1964 the Libraries have been striving to improve the management and maintenance of library collections and the provision of on-site reference and information services in the bureaus in order to deliver assistance that is more responsive and supportive of bureau programs. Much of the preliminary work required to catalogue books held in the bureau libraries can be performed on-site in the bureaus, thereby reducing the time these books are out of circulation.

The bureau and branch libraries currently have reached about 40 percent (16 positions) of a goal of 39 positions. (This goal has been increased by two positions since FY 1973 in order to reflect new needs of the Cooper-Hewitt Museum.) The increase requested for FY 1975 of 13 positions and \$181,000 will raise the level of staffing to 75 percent of requirements. Included in the \$181,000 are funds (\$19,000) for the purchase of supplies and equipment.

The additional staff will meet the following needs: (1) two positions (\$21,000) to assist in the cataloguing of 13,000 unprocessed volumes (two-thirds of the collection) - National Air and Space Museum; (2) three positions (\$47,000) to establish the position of bureau librarian, staff the three unmanned departmental libraries, and to integrate the separate parts of the Botany and of the Entomology libraries - National Museum of Natural History; (3) six positions (\$72,000) to strengthen understaffed off-Mall bureaus, enabling them to provide full-time, on-site information and collection management services - Tropical Research Institute, Radiation Biology Laboratory, National Zoological Park, Cooper-Hewitt Museum of Decorative Arts and Design, Smithsonian Astrophysical Observatory; and (4) two positions (\$22,000) to assist in the cataloguing of the 40,000-volume technical trade journal collection, acquired from the Patent Office - National Museum of History and Technology.

General Reference and Circulation Services - Information delivery services include the circulation of library materials among the Institution's central and branch libraries, the processing of loans with libraries outside the Smithsonian, and the response to requests for reference and bibliographic data. Special emphasis is directed towards meeting the requirements of the many offices and departments of the Institution that are too small and dispersed to be served efficiently and economically by on-site facilities. Demands upon the central services staff have increased by 30 percent from 18,500 requests for reference services to approximately 24,000 since the staff was last augmented in FY 1971. To respond to this increased demand on a more efficient and timely basis, an increase of two positions (\$18,000) and \$2,000 in support funds is requested.

Support Services - The General Library support services include the acquisition, cataloguing, binding, and preservation of library materials, and the maintenance of a union catalogue of holdings for the entire library system. There is currently a backlog of 140,000 uncatalogued and incompletely catalogued titles and 85,000 serial volumes that must be bound, filmed, or otherwise preserved. It is estimated that 11,300 titles will be acquired and catalogued in FY 1975, and an additional 2,700 titles will need to be recatalogued. With current methods, processing of these 14,000 titles would require 32 man-years of effort. Improved routines, including the use of computerized data bases, however, are expected to reduce this requirement to 23.5 man-years. In addition, the Libraries will continue to experiment with on-line computer cataloguing in an attempt to reduce processing effort per title. Additional resources required to meet this current workload as well as to begin elimination of the backlog are: acquisitions staff (2 positions, \$18,000), cataloguing staff (2 positions, \$21,000), binding and preservation staff (2 positions, \$18,000), automatic data processing services (\$20,000), and supplies and equipment (\$6,000).

Binding support provided by Library personnel includes the preparation of materials for shipment to the binder and the monitoring of the quality of returned bound volumes. The actual binding must be contracted to commercial firms, including specialists in rare book binding and preservation. At an average cost of \$6 per volume, the cost of binding the 14,000 serial titles and 3,000 monographs in need of binding each year would be approximately \$102,000. Currently only \$30,000 is available for this effort. An additional amount of \$35,000 is requested in FY 1975 to fund contracts with commercial binders and rare book specialists.

Book, Journal, and Other Documentary Resources - In FY 1973 funds were available to acquire about 45 percent of the pertinent literature required to support the Institution's on-going research programs. Currently the average cost of books and journals is \$22 and \$25 respectively; and, based on conservative estimates, prices are increasing 11 percent a year. Additional funding in the amount of \$138,000 is requested. This increase, which would allow the purchase of 3,000 journals and 4,800 monographs for a professional user population of approximately 800 researchers and scholars, would establish a base of \$300,000 for this program, (85 percent of what is considered adequate).

SMITHSONIAN INSTITUTION TRAVELING EXHIBITION SERVICE

1973 Actual.....\$25,000
 1974 Estimate.....\$76,000
 1975 Estimate.....\$77,000

(Dollars in thousands)	Base FY 1974	Increase Requested	Est. FY 1975
Number of Permanent Positions..	5	0	5
11 Personnel Compensation.....	39	1	40
12 Personnel Benefits.....	3		3
21 Travel & Trans. of Persons..	5		5
22 Transportation of Things....	7		7
25 Other Services.....	22		22
TOTAL	76	1	77

Analysis of Increase

Necessary Pay.....	1
Program Funds.....	0

ABSTRACT - The Smithsonian Institution Traveling Exhibition Service (SITES) provides carefully selected, well-designed, and widely circulated traveling exhibits covering a diversified range in the fields of art, design, science, technology, history, and education. These exhibits include not only Smithsonian exhibits, but also those organized and lent by numerous Government agencies and individuals and organizations throughout the world. No program increase is sought for FY 1975. Necessary pay for existing staff in the amount of \$1,000 is requested.

PROGRAM - SITES, which has been in operation for 22 years, is the only nationwide organization circulating exhibitions of an inter-disciplinary curriculum serving specialized and general museum, galleries, educational and cultural organizations throughout the nation and is the sole official agency of the U.S. to circulate official exhibitions from abroad. In addition SITES acts as a consultant to organizations and persons who wish to circulate their own exhibitions and will administer the Institution's national exhibitions program for the Bicentennial. The non-Federal operating budget in FY 1974 is \$194,000, not including a projected \$200,000 of special purpose gifts, grants, and contracts.

Approximately 4.8 million people view SITES exhibitions annually (upwards of 600 installations viewed by an average of 8,000 each). Requests have been received from each of the fifty states and the District of Columbia as well as from Puerto Rico, other Caribbean Islands, Canada, and numerous countries abroad in FY 1974. One hundred and five exhibitions are presently circulating; existing demands for services could easily sustain twice that figure. Although six requests a day are received from institutions for SITES catalogue of exhibitions, only one out of six is able to afford the least expensive exhibition in spite of the reduction in average rental fees made possible by a Federal appropriation in FY 1974. (In FY 1973 exhibitions renting for over \$200 numbered seventy-two, while those costing under \$200 numbered twenty-nine. In FY 1974, fifty-two shows have rental fees under \$200.) SITES mailing list of corresponding organizations numbers 2,200 (500 more than last year at this time) and increases at the rate of 30 per month. Colleges and universities are SITES most frequent customers (60 percent), followed by museums of all types and sizes (30 percent), and libraries (5 percent). All others make up the remaining 5 percent.

The number of bookings for each state for FY 1974 is shown on the next page. This list shows only bookings reserved as of January 1, 1974.

Number of Bookings Each State

FY 1974 (July 1, 1973-December 31, 1973)

Alabama	13	Nebraska	2
Alaska	6	Nevada	0
Arizona	4	New Hampshire	6
Arkansas	8	New Jersey	6
California	22	New Mexico	2
Colorado	9	New York	10
Connecticut	5	North Carolina	8
Delaware	9	North Dakota	1
District of Columbia	12	Ohio	26
Florida	16	Oklahoma	3
Georgia	8	Oregon	6
Hawaii	0	Pennsylvania	19
Idaho	10	Rhode Island	0
Illinois	29	South Carolina	19
Indiana	17	South Dakota	5
Iowa	11	Tennessee	20
Kansas	13	Texas	43
Kentucky	4	Utah	2
Louisiana	7	Vermont	4
Maine	4	Virginia	3
Maryland	8	Washington	2
Massachusetts	15	West Virginia	9
Michigan	25	Wisconsin	13
Minnesota	17	Wyoming	5
Mississippi	13		
Missouri	15		
Montana	11		

Partial Listing of Available or Scheduled Exhibits

American Coverlets	Modern Housing Prototypes
Antwerp's Golden Age	Manuscripts of the American Revolution
The Black Presence in the Era of the American Revolution	In Beauty It is Begun: Native American Children's Art
Understanding the Environment	Children in Bondage: Photographs of Child Laborers by Lewis Hine
Bikes	The American Doll
Folk Paintings from Dalarna	Tropical Blossoms
Handicrafts of the Southeast	



SITES Exhibit - Manuscripts of the American Revolution:

Partial view. Installation at Fort Wayne Military Museum, Detroit, Michigan.
Sponsored by the Detroit Historical Museum. October 13 to November 11, 1973.

NATIONAL MUSEUM ACT

1973 Actual.....\$ 793,000
 1974 Estimate.....\$ 901,000
 1975 Estimate.....\$1,000,000

(Dollars in thousands)	Base FY 1974	Increase Requested	Est. FY 1975
Number of Permanent Positions..	<u>3</u>	<u>0</u>	<u>3</u>
11 Personnel Compensation.....	39	2	41
12 Personnel Benefits.....	4		4
21 Travel & Trans. of Persons..	16	1	17
23 Rent, Comm. & Utilities.....	4		4
24 Printing and Reproduction...	4		4
25 Other Services.....	1		1
26 Supplies and Materials.....	2		2
31 Equipment.....	3	-2	1
41 Grants.....	<u>828</u>	<u>98</u>	<u>926</u>
TOTAL	<u>901</u>	<u>99</u>	<u>1,000</u>
<u>Analysis of Increase</u>			
Necessary Pay.....		0	
Program Funds.....		99	

ABSTRACT - The National Museum Act is a technical assistance program granting funds for specific proposals which advance the museum profession at large through training, research, publication, or professional assistance. Through these programs, museum personnel have the opportunity to receive training which was not available previously. An increase of \$99,000 is requested to permit the funding of additional worthy grant proposals.

PROGRAM - Public Law 91-629, approved December 31, 1970, reauthorized appropriations for the National Museum Act through FY 1974 and funding of \$1,000,000 to the Smithsonian Institution each year. Of this amount \$901,000 was appropriated for FY 1973, of which \$100,000 was transferred to the National Endowment for the Arts and another \$100,000 to the National Endowment for the Humanities as required by the legislation. Legislation has been introduced to extend the Museum Act for another 3 years. It is anticipated that this will be approved at the \$1,000,000 level.

Funds appropriated to the Smithsonian Institution for the implementation of the National Museum Act are made available, primarily by grants and contracts, to museums, professional associations, and universities. Such funding is made in concert with the National Museum Act Advisory Council appointed for this purpose by the Smithsonian Institution. The membership of the Advisory Council encompasses the principal museum disciplines--art, science, and history--and is broadly representative of all regions of the United States. The Council advises and assists the Secretary in determining priorities and assessing the quality of programs seeking support under the Act.

JUSTIFICATION OF \$99,000 INCREASE - Through January 1974, a total of 51 projects have been funded in the amount of \$450,886. The balance of this year's appropriation will be awarded at the February and May 1974 meetings of the Advisory Council. To date, the following types of grants have been funded: 27 proposals for travel grants to beginning professionals to learn new methods and techniques at various museums; 5 proposals for research in conservation techniques; 3 projects for research in

interpretive methods and approaches; 5 grants to support the publication of technical information; 6 grants to support seminar/workshop training programs; 3 programs offering professional assistance to museums; and 2 special studies grants investigating data-banking for museums and training needs in conservation.

For the first half of FY 1974, 151 proposals have been received compared with the total of 122 proposals received in FY 1973. It is reasonable to expect the number of proposals to more than double by the end of the year. In funding proposals, the Advisory Council has insisted that all proposals clearly demonstrate how the projects will upgrade the profession--its techniques, methods, and approaches.

In addition to reviewing and processing grants, the Office of Museum Programs received approximately 600 inquiries about museum methods, problems, and opportunities. The Smithsonian Institution and the National Endowments for the Arts and Humanities, through their respective offices of museum programs, regularly consult and review programs in order to avoid overlap.

Based upon the positive response of the museum profession to the National Museum Act, the quality of the specific requests, and the great need of the profession, funding at the \$1,000,000 level will permit the Smithsonian to support more fully all aspects of the National Museum Act.

SMITHSONIAN ARCHIVES

1973 Actual.....\$108,000
 1974 Estimate.....\$135,000
 1975 Estimate.....\$173,000

(Dollars in thousands)	Base FY 1974	Increase Requested	Est. FY 1975
Number of Permanent Positions..	7	3	10
11 Personnel Compensation.....	115	32	147
12 Personnel Benefits.....	10	2	12
21 Travel & Trans. of Persons..	1	1	2
25 Other Services.....	6	3	9
26 Supplies and Materials.....	2		2
31 Equipment.....	1		1
TOTAL	135	38	173
<u>Analysis of Increase</u>			
Necessary Pay.....		4	
Support Funds.....		34	

ABSTRACT - The Smithsonian Archives is the official memory of the Institution and a valuable research resource for scholars working in the history of American science and in the history of the cultural institutions which are under Smithsonian care. The Archives currently has physical control over one million documents and is developing intellectual control over several million additional documents held in research and curatorial areas. Three positions and \$34,000 are sought for the Archives. Two positions and \$16,000 would enable computerized control of archives to be extended and one position and \$18,000 would be used to study and make recommendation on recent archives. An additional amount of \$4,000 is being sought for necessary pay.

PROGRAM - The Smithsonian Institution holds a unique collection of museum objects and archives for research and exhibition. Natural history specimens, art objects, and other collections are interpreted by archival documentation which supplements and explains them. Archival records of the Smithsonian's activities also attract historians and other scholars interested in science and art in the nation's capital from the 1830's to the present. Some 1 million documents are now in the central archives.

The Smithsonian Archives strives to achieve intellectual control over the vast and dispersed archival resources of the Institution amounting to several million documents. In calendar year 1973 the Archives completed indexes to archives in two divisions of the National Museum of Natural History; worked in several other divisions of that Museum and in the National Museum of History and Technology; began substantial input of existing catalogues into the Smithsonian's computer program; accessioned 500 cubic feet of archives; supervised microfilming of the Institution's main accession file which documents all holdings of the National Museum of Natural History and the National Museum of History and Technology; and reported 50 collections to the Library of Congress for inclusion in its catalogue of manuscript collections.

JUSTIFICATION OF \$34,000 INCREASE (Archives):

Extend Computerized Control over Smithsonian Archives - The Smithsonian Archives and the Information Systems Division developed a computer program for control of information about archives. The program is operational in several areas within the Smithsonian. A secretary currently devotes one hour per day to typing input. To

fully utilize the program, two clerks are requested to input data to the computer (\$13,000). One clerk will work in the central archives and the other will work in the National Museum of Natural History and the National Museum of History and Technology. Support funds (\$3,000) are also requested, mostly for computer processing time.

Upgrade Quality of Recent Archives - While most 19th century and early 20th century archival materials are preserved, more recent archives are threatened. No one is currently available for this work. Huge accumulations encourage hasty disposal, and some new forms, especially computer records, pose evaluation problems. Current records practices must be refined to ensure preservation of archives and speedy disposal of worthless materials. For this purpose, one archivist for current records (\$17,000) and support funds (\$1,000) are requested. Support funds include travel to locations in Boston and New York.

SMITHSONIAN INSTITUTION SPECIAL PROGRAMS

These special programs make use of total Institutional resources, including staff research competence, collections, and space for exhibits, to produce outstanding scholarship, exhibits and other presentations, and additional opportunities for public education. These special programs include:

- The American Revolution Bicentennial Program which will advance the Institution's efforts to celebrate and portray "The American Experience," the first two-hundred years of American history and what they may mean for the future.
- The Environmental Sciences Program which is designed to shed light on complex biological processes that need to be better understood before solutions to national ecological programs can be determined.
- The Major Exhibition Program which funds the design and production of exhibits of unusual national significance and timeliness.
- The Academic and Educational Programs office which conducts interdisciplinary seminar series, coordinates educational programs for students at the elementary and secondary school level, and provides opportunities for outstanding pre- and post-doctoral investigators from across the nation to work under the supervision of the Institution's professional staff.
- The Research Awards Program which enables the Institution to fund especially meritorious studies through a competitive selection process.

Full descriptions of these programs appear in the following sections of this budget.

AMERICAN REVOLUTION BICENTENNIAL PROGRAM

1973 Actual.....\$ 754,000
 1974 Estimate.....\$1,728,000
 1975 Estimate.....\$4,236,000

(Dollars in thousands)	Base FY 1974	Increase Requested	Est. FY 1975
Number of Permanent Positions..	<u>2</u>	<u>0</u>	<u>2</u>
11 Personnel Compensation.....	210	604	814
12 Personnel Benefits.....	16	55	71
21 Travel & Trans. of Persons..	56	80	136
22 Transportation of Things....	19	18	37
23 Rent, Comm. & Utilities.....	8	24	32
24 Printing and Reproduction...	42	590	632
25 Other Services.....	1,050	984	2,034
26 Supplies and Materials.....	93	265	358
31 Equipment.....	230	-117	113
41 Grants.....	4	-4	
42 Insurance Claims & Indemn...		9	9
TOTAL	<u>1,728</u>	<u>2,508</u>	<u>4,236</u>

Analysis of Increase

Necessary Pay.....	2
Program Funds.....	<u>2,506</u>

ABSTRACT - As early as 1965, Congress urged that "attention be given to special exhibits and activities commemorating the Bicentennial of the American Revolution." The last few years have fully proved the Congress' foresightedness. Bicentennial planning is now complete, and the result is an impressive and broad program including ten major exhibitions in the national museums in Washington; more than one hundred traveling exhibitions; important scholarly publications in the fields of anthropology, art, and history; special projects such as the Festival of American Folklife; and a new National Air and Space Museum. The individual projects are now into construction, installation, or publication phases. A program increase in the amount of \$2,506,000 is being requested. Necessary pay in the amount of \$2,000 is also being sought.

PROGRAM - The American Experience - FY 1975 Request:

Bicentennial Exhibitions

A Nation of Nations (National Museum of History and Technology)	\$1,000,000
Ecology 200 (National Museum of Natural History)	500,000
Centennial--1876 (Arts and Industries Building)	400,000
The Artist and the American Scene (National Collection of Fine Arts)	37,000
Design in the City and The Americas (Renwick Gallery)	78,000
Revolutionary Period Exhibitions (National Portrait Gallery)	150,000
City with a Plan (Smithsonian Institution Building)	50,000
	<u>\$2,215,000</u>

Traveling Exhibitions

Information and Exhibit Systems	337,000
Object-oriented Exhibitions (Smithsonian Institution Traveling Exhibition Service)	150,000
Exhibits Design and Production Laboratory (Anacostia Neighborhood Museum)	85,000
	<u>\$ 572,000</u>

Special Bicentennial Projects

Festival of American Folklife (Division of Performing Arts)	\$ 500,000
Bicentennial Outdoor Museum (National Armed Forces Museum Advisory Board)	244,000
	<u>\$ 744,000</u>

Major Scholarly Projects

Inventory of American Paintings Before 1914 (National Collection of Fine Arts)	86,000
Bibliography of American Art (Archives of American Art)	60,000
Encyclopedia of North American Indians (Center for the Study of Man)	300,000
Sternwheeler Bertrand (National Museum of History and Technology)	60,000
	<u>\$ 506,000</u>

Support

Visitor Orientation and Services for the Bicentennial Year Administration	115,000
	84,000 *
	<u>\$ 199,000</u>
TOTAL	<u>\$4,236,000</u>

*Includes funds for legislated pay increases for temporary staff assigned to all projects.

JUSTIFICATION OF PROGRAM - A full description of the Smithsonian's Bicentennial program, project by project, is included in the supplement to this budget. This funding summary cuts across project lines in a generalized presentation. Bicentennial funding requirements will decline in the future, but in FY 1975, with the move from the planning and development phase to a stepped-up production and realization phase, they increase. The many projects involving 10 bureaus are above and beyond the Institution's normal level of operations. They cannot be accomplished, in addition to maintaining the Smithsonian's regular program, without special support.

The largest need is for temporary manpower and contractual services. The major exhibitions in process, traveling exhibitions, an expanded and extended Festival of American Folklife, and a special Bicentennial Outdoor Museum require staffing considerably beyond normal levels. Funds will be used for temporary help in exhibits installation, restoration, and research; preparation of catalogue materials; management and coordination; and short-term contracts to accomplish needed work outside the Institution's capability. An amount of \$2,919,000 is requested.

Another area of special need is printing and reproduction. The bulk of the funding will print approximately one-half of the twenty-volume Encyclopedia of North American Indians. The remaining funds will provide necessary panel reproductions for both museum and traveling exhibitions, computerized data production, and free visitor information materials on the Smithsonian and the Bicentennial. To support these efforts, \$632,000 is requested.

In all the projects, additional supplies and materials are needed. Borrowed objects for exhibitions must be transported to Washington and insured. Special equipment must be acquired for use in exhibitions and reproductions produced for the Bicentennial Outdoor Museum. Funding of \$549,000 is requested for these purposes.

Finally, \$136,000 for transportation of persons is requested. A major portion of the funding will support extended field research and participant travel for the Festival of American Folklife. In addition, the museums must search for special objects and specimens to be included in the exhibitions. Travel is also necessary for research related to the major scholarly projects which are nation-wide.

ENVIRONMENTAL SCIENCES PROGRAM

1973 Actual.....\$272,000
 1974 Estimate.....\$182,000
 1975 Estimate.....\$185,000

(Dollars in thousands)	Base FY 1974	Increase Requested	Est. FY 1975
Number of Permanent Positions..	<u>8</u>	<u>0</u>	<u>8</u>
11 Personnel Compensation.....	96	3	99
12 Personal Benefits.....	9		9
21 Travel & Trans. of Persons..	15		15
25 Other Services.....	47		47
26 Supplies and Materials.....	7		7
31 Equipment.....	<u>8</u>		<u>8</u>
TOTAL	<u>182</u>	<u>3</u>	<u>185</u>
<u>Analysis of Increase</u>			
Necessary Pay.....		3	
Program Funds.....		0	

ABSTRACT - The Environmental Sciences Program (ESP) was established in FY 1971 to provide coordinated environmental research at the Smithsonian. A plan has been developed to assemble and analyze biological and physical data on specific important ecosystems to predict the consequence of environmental change. Two Smithsonian research facilities, the Smithsonian Tropical Research Institute (STRI) in Panama and the Chesapeake Bay Center for Environmental Studies (CBCES), are the principle sites being used to carry out these studies. No program increase is requested in FY 1975. Funding in the amount of \$3,000 is sought for necessary pay.

PROGRAM - The Environmental Sciences Program administers a long-range, multi-bureau study of natural fluctuations in several different ecosystems. The Smithsonian is particularly suited to undertake this type of research as a result of the range of disciplines represented in the various bureaus, its large collections of plants and animals with detailed distribution and abundance data, and its control over permanent and protected field-research sites in both temperate and tropical zones. Staff resources consist of specialists from several Smithsonian science bureaus-- STRI, CBCES, the Radiation Biology Laboratory, the National Museum of Natural History, and the National Zoological Park, as well as from several universities.

A study is now being conducted in three contrasting environments: a tropical forest on Barro Colorado Island, an intertidal coral reef at Galeta Point (both STRI reserves in Panama) and a temperate estuary in the Rhode River (CBCES). At each site, a number of physical, chemical, and biological factors which vary with time and which together indicate stability, predictability, and variability of each environment are routinely measured. During FY 1974 special attention has been given to evaluating results and casting preliminary models of the data. The first data bank report displaying monitoring results will be produced this year. The ESP is not independent of other research at the various sites. It supplies environmental data to other projects and uses data collected by them. This cooperation is essential because the range of subjects being studied demands an interdisciplinary approach.

MAJOR EXHIBITION PROGRAM

1973 Actual.....\$910,000
 1974 Estimate.....\$108,000
 1975 Estimate.....\$ 80,000

(Dollars in thousands)	Base FY 1974	Increase Requested	Est. FY 1975
Number of Permanent Positions..	0	0	0
21 Travel & Trans. of Persons..	4	-1	3
25 Other Services.....	84	-24	60
31 Equipment.....	5	-5	
41 Grants.....	15	2	17
TOTAL	108	-28	80

Analysis of Increase

Necessary Pay.....	0
Program Funds.....	-28

ABSTRACT - The major permanent exhibitions of the Smithsonian Institution are nationally and internationally recognized as among the best examples of public communication and education in the museum world. The Major Exhibition Program has as its purpose the production of such exhibitions that will supplement the regular exhibits programs of the museums. The "Benefits From Flight" exhibit underwent initial design in FY 1974. Design will continue at a reduced funding level in FY 1975.

PROGRAM - This exhibit, which will be on public view in the new National Air and Space Museum, will exemplify the many benefits that have accrued on earth as a result of the putting of a man on the moon. The development of this major exhibition requires a substantial research effort intended to produce an assortment of critically assessed real benefits along with the parameters of their development and their potential for future applications. This intensive research, now in progress, will probe in depth the scientific, technological, economic, historical, and social dimensions of selected benefits. The ongoing investigation combines the talents of the Smithsonian curatorial staff with the specialized talents of graduate students at various universities (supported by Smithsonian cooperative fellowships).

The high technology associated with, and nurtured within, the aerospace industry has been and is now being adapted to serve many other needs of our society. We have developed formidable military aircraft and space systems, the latter leading to man's reaching the moon. However, we also routinely view the weather from space, communicate by satellite, and are learning how to monitor the earth's resources using the Earth Resources Technology Satellite (ERTS). Moreover, many of the technological developments born in the military and space systems fields have spawned methods and products now used in our everyday lives--everything from improved paper towels to advanced medical diagnostic sensors.

In the National Air and Space Museum's major exhibit, "Benefits From Flight," the Smithsonian will convey to the visitor the history and meaning of these and many other similar achievements, relating these to the visitor's world of work, home, and leisure. The exhibit will explore the process as well as the impact of air and space technology transfer and utilization.

JUSTIFICATION OF PROGRAM DECREASE (-\$28,000) - FY 1974 is the principal year of the fundamental research on this project, which will continue in FY 1975. Actual production of the exhibit will take place in FY 1976 at an expected cost of \$250,000.

ACADEMIC AND EDUCATIONAL PROGRAMS

1973 Actual..... \$684,000
 1974 Estimate..... \$642,000
 1975 Estimate..... \$662,000

(Dollars in thousands)	<u>Base FY 1974</u>	<u>Increase Requested</u>	<u>Est. FY 1975</u>
Number of Permanent Positions..	<u>13</u>	<u>0</u>	<u>13</u>
11 Personnel Compensation.....	192	13	205
12 Personnel Benefits.....	16	1	17
21 Travel & Trans. of Persons..	6		6
24 Printing and Reproduction...	4		4
25 Other Services.....	410	6	416
26 Supplies and Materials.....	7		7
31 Equipment.....	<u>7</u>		<u>7</u>
TOTAL	<u>642</u>	<u>20</u>	<u>662</u>
<u>Analysis of Increase</u>			
Necessary Pay.....		14	
Support Funds.....		<u>6</u>	

ABSTRACT - A major Smithsonian objective is to make its resources for learning available to the formal education community and to the general public. These efforts take the form of programs in higher education, advanced studies, and offerings at the elementary and secondary education level. An increase of \$6,000 is requested to expand outreach efforts for the elementary and secondary education program. An additional amount of \$14,000 is being sought for necessary pay.

PROGRAM - Since 1965 through its higher education program the Smithsonian has offered support, administered by the Office of Academic Studies, to 204 Ph. D. candidates and to 197 postdoctoral investigators to enhance their ability as scholars and teachers through collaboration and study with the Institution's research staff. Over 465 undergraduate and first and second-year graduate students have been offered the opportunity to consult the Institution's research staff and collections for short periods. These opportunities are extended both to strengthen the research capabilities of the Smithsonian and to make available to the scholarly and scientific community the Institution's specialized resources. Smithsonian research training augments formal academic studies. Its effectiveness derives from close cooperation with the nation's universities and colleges, which welcome opportunities for their students to receive specialized Smithsonian training that their own facilities cannot provide.

The Office of Seminars is responsible for the Smithsonian's International Symposia Series, its biennial program of public activities centering on a single theme of contemporary importance, from which are published the collected original papers presented and other relevant materials. Interdisciplinary seminar series are scheduled annually, often in cooperation with other institutions of learning. The office serves as a resource facility to universities, cultural organizations, and other branches of the government. In addition, the office coordinates special projects at the request of the Secretary and Assistant Secretaries.

The Office of Elementary and Secondary Education (OESE) coordinates the education programs which are now located directly in the museums. This office prepares teaching guides, audio-visual aids, and other educational materials, directed at pre-college students. It also serves as the liaison between the Smithsonian and the

District of Columbia schools, booking tours for all the bureaus, and is publishing a guide on tours and events of interest to the elementary and secondary level students.

JUSTIFICATION OF \$6,000 INCREASE (Public Orientation and Education) - In the wake of the current and growing fuel shortage, many schools are reducing their programmed visits to the Smithsonian museums and galleries, which makes it imperative that we prepare to bring the educational offerings of the Smithsonian to the schools. Additional funds are needed to enable the Central Office of Elementary and Secondary Education to assist the OESE specialists in each of the Bureaus to expand their Outreach Programs with materials on Smithsonian collections and Smithsonian facilities designed for use in the classroom. While the materials will be used in whole or in part by education people in various bureaus it is the function of the central office to prepare and produce for them slide lectures, printed educational materials, and portable exhibits which can give elementary and secondary school students a stimulating picture of the range of Smithsonian research activity and exhibit facilities. \$3,500 of the requested \$6,000 total will be devoted to this effort. \$1,200 more will be used to develop an audio-visual training program to recruit and orient the volunteer docents who conduct tours in the museums and galleries and who will make the presentations of Smithsonian programs in the schools. Although docents are assigned to specific museums and galleries, the basic docent training and orientation program is a function of the central OESE. Another \$1,300 will be needed for preparation and production of audio-visual presentations to be used in contacts with school administrators, teachers, and education representatives of other museums and which will describe to them how to take advantage of the educational support offered by the Smithsonian.

SMITHSONIAN RESEARCH AWARDS PROGRAM

1973 Actual.....\$450,000
 1974 Estimate.....\$450,000
 1975 Estimate.....\$450,000

(Dollars in thousands)	<u>Base FY 1974</u>	<u>Increase Requested</u>	<u>Est. FY 1975</u>
Number of Permanent Positions..	<u>0</u>	<u>0</u>	<u>0</u>
41 Grants.....	<u>450</u>	<u>0</u>	<u>450</u>
TOTAL	<u>450</u>	<u>0</u>	<u>450</u>
<u>Analysis of Increase</u>			
Necessary Pay.....		0	
Program Funds.....		0	

ABSTRACT - The Research Awards Program finances special research projects which cannot be supported from the regular budgets of the bureaus. Since 1966, 240 proposals have been funded through this program, and more than 200 publications which are directly related to the research have been produced. No program fund increase is being requested for FY 1975.

PROGRAM - Prior to FY 1966, the Smithsonian Institution received funds from the National Science Foundation (NSF) for special research projects of individual staff members. In 1964, the Congress prohibited the NSF from making grants for scientific research to other Government agencies. The NSF instituted a further limitation that it would no longer make grants to any agency or institution receiving direct Federal appropriations. The Research Awards Program was begun in FY 1966 by an appropriation of \$350,000 to the Smithsonian Institution for the purpose of financing new or continuing research projects formerly eligible for support from NSF.

Proposals are submitted each year by members of the Smithsonian Institution staff to support new and innovative research. All proposals have undergone a careful scientific or scholarly review in their respective bureaus before they are reviewed by an advisory committee of scientists from outside the Institution. Projects are selected on the basis of their showing an imaginative and exciting approach to research and scholarship efforts that could not normally be carried out with regularly budgeted departmental funds.

The work supported by the Research Awards Program is often the best of the Institution's productivity and the reason for acquiring professional staff of the highest competence and imagination. Further, the program provides an opportunity for researchers to engage in collaborative field research with colleagues located in other institutions. Many opportunities for participation in expeditions and other field projects would be lost were it not for the Research Awards Program providing funding assistance.

In FY 1974, members of the Smithsonian staff again submitted proposals for funding up to three years in order to provide for better stability, continuity, and planning of research. Of the 64 proposals received for FY 1974 amounting to \$1,630,835, 40 were funded in the amount of \$450,000. It is intended that the program will operate at this level in FY 1975.

OFFICE OF THE SECRETARY

1973 Actual.....\$655,000
 1974 Estimate.....\$654,000
 1975 Estimate.....\$736,000

(Dollars in thousands)	Base FY 1974	Increase Requested	Est. FY 1975
Number of Permanent Positions..	30	3	33
11 Personnel Compensation.....	508	62	570
12 Personnel Benefits.....	44	5	49
21 Travel & Trans. of Persons..	8		8
23 Rent, Comm. & Utilities.....	17	2	19
24 Printing and Reproduction...	1	5	6
25 Other Services.....	57	5	62
26 Supplies and Materials.....	7	3	10
31 Equipment.....	12		12
TOTAL	654	82	736

Analysis of Increase

Necessary Pay.....	19
Support Funds.....	63

ABSTRACT - The Office of the Secretary is responsible for planning, implementing, and reviewing the progress of all Smithsonian operations. An increase for General Administration is sought for: (1) Two positions and \$55,000 to strengthen the study and review function of Institutional issues in the Office of the Under Secretary and (2) One position and \$8,000 to be used for the implementation of new travel regulations. An additional amount of \$19,000 is being sought for necessary pay.

PROGRAM - The Office of the Secretary is responsible for planning, implementing, and reviewing the progress of all Smithsonian operations. The Office of the Secretary is composed of the immediate Office of the Secretary, the Office of the Under Secretary, the Office of the Director of Support Activities, the Travel Services Office, the Curator of the Smithsonian Institution Building, and the Secretary's Files.

The Travel Services Office, under the direction of the Director of Support Activities, assists official Smithsonian travelers in developing domestic and foreign travel plans, estimating costs, and planning the most economical routing in keeping with Government and Smithsonian Institution regulations.

JUSTIFICATION OF \$63,000 INCREASE (General Administration) - A program assistant and a secretary (\$40,000) in the Office of the Under Secretary are needed to investigate problems and issues for presentation to the Secretary. With the one program assistant provided in the current fiscal year and another transferred from the Management Analysis Office, the Secretary and Executive Committee now have a study group. The additional staff requested will enable the group to work on longer range problems. Other object funds (\$15,000) will provide for equipment rental, consultant studies, printing, supplies, and equipment purchases for the entire Office of the Secretary.

An additional travel clerk (\$8,000) is needed to handle the additional workload which will be placed on the office with the implementation of the Joint Agency Transportation Study's recommendation which will permit automatic payment of airline teleticketing charges. Under the new system it is recommended that no more than four Government Travel Requests be issued each month for all trips. However, necessary additional records and controls will be required to process accurately the monthly teleticketing report.

OFFICE OF THE GENERAL COUNSEL

1973 Actual.....\$230,000
 1974 Estimate.....\$242,000
 1975 Estimate.....\$295,000

(Dollars in thousands)	Base FY 1974	Increase Requested	Est. FY 1975
Number of Permanent Positions..	<u>11</u>	<u>2</u>	<u>13</u>
11 Personnel Compensation.....	208	45	253
12 Personnel Benefits.....	18	4	22
21 Travel & Trans. of Persons..	6	1	7
23 Rent, Comm. & Utilities.....	3		3
24 Printing and Reproduction...		1	1
25 Other Services.....	2	1	3
26 Supplies and Materials.....	3		3
31 Equipment.....	<u>2</u>	<u>1</u>	<u>3</u>
TOTAL	242	53	295
<u>Analysis of Increase</u>			
Necessary Pay.....		7	
Support Funds.....		46	

ABSTRACT - The Office of the General Counsel (OGC) is responsible for all Smithsonian legal matters. These legal matters combine those arising from the operations of a university-like, charitable corporation with those common to Government organizations. An increase of two positions (an attorney and a secretary) and \$46,000 is requested to meet General Administration support needs. An additional \$7,000 is being sought for necessary pay.

PROGRAM - The OGC is responsible for the legal matters of more than forty line programs and ten major staff offices and, at the same time, advises the Secretary and the Board of Regents on the administration of the Institution as a whole. The legal problems combine those arising from the operations of a university-like, charitable corporation with those common to Government organizations, and include: the limitations and obligations of Smithsonian operations in relation to the functions, authorities, and regulations of Government entities; legislative review, drafting, and liaison; the uses and restrictions of trust funds; litigation; application of judicial decisions and executive branch directives and regulations; contract negotiation; tort claims and settlements; Federal and State excise, sales, and gift taxes, deductions, and exemptions; patents and trademarks; copyrights; review of transfers by gift, loan, purchase, or bequest; and many areas of international law.

JUSTIFICATION OF \$46,000 INCREASE (General Administration) - Legal review and consultation are essential for all new undertakings, such as the recent acquisition of the Hillwood estate, as well as for the administration of existing programs and operations. While some questions are not complex, the possible legal implications of these, as well as highly specialized problems, demand continuous legal monitoring. The addition of each new facility, program, or operation invariably adds to the base of legal matters to be considered. In addition, the broadening of the Institution's activities has raised new questions in complex legal areas, such as media agreements, trademark sanctions, and questions of court jurisdiction in contract litigation. As a result, the small OGC staff, consisting of four full-time and two part-time attorneys, is not adequate to keep abreast of the constantly increasing workload arising from the public service responsibilities of the Institution. The addition of one attorney and one secretary is therefore requested to help relieve this situation, at a cost of \$42,000. An increase of \$4,000 in support funds for travel necessary to review and counsel operations outside the Washington, D. C. area, for the continued legal education of the staff attorneys through attendance at conferences, and for office equipment and printing is requested.

OFFICE OF THE TREASURER

1973 Actual.....\$ 725,000
 1974 Estimate.....\$ 824,000
 1975 Estimate.....\$1,103,000

(Dollars in thousands)	Base FY 1974	Increase Requested	Est. FY 1975
Number of Permanent Positions..	36	6	42
11 Personnel Compensation.....	450	91	541
12 Personnel Benefits.....	38	34	72
21 Travel & Trans. of Persons..	3		3
23 Rent, Comm. & Utilities.....	286	144	430
24 Printing and Reproduction...	10		10
25 Other Services.....	30	5	35
26 Supplies and Materials.....	4	1	5
31 Equipment.....	3	4	7
TOTAL	824	279	1,103
<u>Analysis of Increase</u>			
Necessary Pay.....		21	
Other Uncontrollable.....		80	
Support Funds.....		178	

ABSTRACT - The Office of the Treasurer provides financial management assistance and technical services to the Smithsonian. The postage indicia costs for the entire Smithsonian are reflected in this account.

An increase of 6 positions and funding of \$178,000 is requested to meet the following support needs: (1) \$50,000 for increased costs of mailing resulting from rising public correspondence; (2) 6 positions (\$88,000) and support funds (\$14,000) to strengthen accounting efforts; and (3) \$26,000 for payment to the Office of Federal Employees Compensation as authorized by Section 8147 (b) of Title 5, United States Code. An amount of \$21,000 is being sought for necessary pay. An additional amount of \$80,000 is also being sought under the Uncontrollable Increases Section to finance postage rate increases.

PROGRAM - The Office of the Treasurer is composed of the Treasurer's immediate office, the Office of Programming and Budget, the Accounting Division, and the Contracts and Insurance Office.

The immediate Office of the Treasurer provides overall administration for financial planning, budgeting, investment policy, accounting, reporting, and insurance and contracts administration.

The functions of the Accounting Division are: (1) developing, implementing, and maintaining of financial accounting and payroll systems; (2) financial analyses and reporting; and (3) operations, including payroll, voucher auditing and processing, cash receiving and disbursing funds control (with over 1,000 cost centers), certification of payments, and data processing control.

The Office of Programming and Budget is responsible for the planning, formulation, agency-level presentation of estimates to the Office of Management and Budget and the Congress, execution, and review of the Institution's Federal budget. This office also prepares non-Federal budgets for presentation to the Treasurer, Under Secretary, Secretary, and the Board of Regents.

The Contracts and Insurance Office, which is financed with non-Federal funds, is responsible for the administration of contracts and grants from other institutions and agencies and for the administration of risk management programs.

JUSTIFICATION OF \$178,000 INCREASE (General Administration) - The current postage indicia bill is \$240,000. An increase of \$50,000 is requested to meet the higher volume of mail that is expected to be sent in FY 1975. Such correspondence has been increasing steadily in recent years as new bureaus and offices have been added and public interest in Smithsonian activities, collections, exhibits, and research has mounted. This upward trend is now expected to accelerate with the opening of two major units, the Hirshhorn Museum in FY 1975 and the new National Air and Space Museum in FY 1976. The approaching Bicentennial events will mean additional correspondence for many other Smithsonian units.

These same forces are already affecting seriously the workload of the Accounting Division. More than 1,000 separate cost centers are now involved. Despite continuous analyses resulting in improved procedures and efficiency, there is steadily increasing pressure for more such computer programs, simplified forms and methods, improved equipment, and other means of coping with the increasing flow of transactions and the need for more adequate information to manage properly the wide-spread and varied activities of the Institution. To meet these needs, two additional systems analysts are required. Four more clerks are also essential to handle the larger volume of general accounting transactions, payrolls, and specialized financial reporting. To fund these six positions \$88,000 will be needed together with another \$14,000 of support funds for increased supplies and computer work.

Section 8147 (b) of Title 5, United States Code, provides for payments to be made to employees for injuries and to their families in case of death. These payments are made by the U. S. Department of Labor's Office of Employees' Compensation. They bill the agency in August of the next fiscal year. The bills are payable the following July. The Institution's bill in FY 1974 is \$72,000. The bill for FY 1975 is \$98,000. Therefore, a request is being made for the additional \$26,000 to finance this additional cost.

OFFICE OF PERSONNEL ADMINISTRATION

1973 Actual..... \$495,000
 1974 Estimate..... \$521,000
 1975 Estimate..... \$620,000

(Dollars in thousands)	Base FY 1974	Increase Requested	Est. FY 1975
Number of Permanent Positions..	<u>33</u>	<u>3</u>	<u>36</u>
11 Personnel Compensation.....	454	76	530
12 Personnel Benefits.....	38	6	44
21 Travel & Trans. of Persons..	1		1
23 Rent, Comm. & Utilities.....	6		6
24 Printing and Reproduction...		5	5
25 Other Services.....	18	10	28
26 Supplies and Materials.....	4		4
31 Equipment.....		<u>2</u>	<u>2</u>
TOTAL	<u>521</u>	<u>99</u>	<u>620</u>
<u>Analysis of Increase</u>			
Necessary Pay.....		18	
Support Funds.....		81	

ABSTRACT - The Office of Personnel Administration has the responsibility for formulating policy over a wide range of activities for manpower planning and managerial development. In FY 1975 an increase of three positions and \$81,000 is sought for the following purposes: (1) two personnel management specialists (\$45,000) to assist in special classification and compensation studies and reduce the workload of the current consultants; (2) an additional secretary (\$10,000) to handle clerical matters and allow personnel assistants more time for technical matters; (3) the part-time help of three vocational office trainees (\$10,000) to help alleviate the clerical workload; and (4) support funds of \$16,000 for printing, executive development, training, and supplies. An amount of \$18,000 for necessary pay is also requested.

PROGRAM - The Office of Personnel Administration (OPA) has the responsibility for formulating policy over a wide range of activities for manpower planning and managerial development through employee training, performance evaluation, and labor relations. These programs generally fall into six broad categories: consultant services; career development and training; administration and direction; technical, clerical, and administrative support; recruitment and placement; and staff services. OPA also becomes involved in negotiating union contracts and provides assistance in their administration.

In FY 1974, approximately 40 training classes will be offered as a part of the career development program. OPA will continue to assist the bureaus in developing programs to expand career opportunities for employees with particular emphasis on individuals locked into "dead-end" positions. In addition, new recruitment sources are being developed, including such local contacts as D. C. Manpower, vocational schools, colleges, and universities.

JUSTIFICATION OF \$81,000 INCREASE (General Administration) - The ratio of staffing of the Smithsonian for carrying out personnel functions is one personnel employee per 105 employees serviced. Government agency personnel offices average approximately one personnel employee per 80 employees serviced. The addition of two personnel management specialists (\$45,000) would provide: (1) expertise in compensation and classification to support the consultants and to meet increasing demands for special classification and compensation studies resulting from reorganizations and other management improvement efforts; (2) needed concentration on the

handling of grievance, appeal, and disciplinary cases which are getting special emphasis in the courts; and (3) reduction of the workload of current consultants, permitting a greater responsiveness to employee needs.

The number of personnel actions handled per year has grown to 11,000. The processing of these actions can be greatly facilitated with the addition of a secretary (\$10,000) and funding of \$10,000 for three vocational office trainees (high school students who work four hours per day during the school year and full-time at other times to receive on-the-job training for use after graduation). In addition, these positions would relieve two personnel assistants from clerical duties, enabling them to devote full time to providing technical assistance for the consultants.

Support funds of \$16,000 are needed to print a supervisory handbook, to offer expanded executive development and upward mobility programs (including funds for training programs offered by the Civil Service Commission and the purchase and rental of various training aids) and to replace deteriorating equipment.

OFFICE OF AUDITS

1973 Actual.....\$142,000
 1974 Estimate.....\$150,000
 1975 Estimate.....\$170,000

(Dollars in thousands)	<u>Base FY 1974</u>	<u>Increase Requested</u>	<u>Est. FY 1975</u>
Number of Permanent Positions..	<u>8</u>	<u>1</u>	<u>9</u>
11 Personnel Compensation.....	131	18	149
12 Personnel Benefits.....	12	2	14
21 Travel & Trans. of Persons..	5		5
25 Other Services.....	1		1
26 Supplies and Materials.....	<u>1</u>		<u>1</u>
TOTAL	<u>150</u>	<u>20</u>	<u>170</u>

Analysis of Increase

Necessary Pay.....	5
Support Funds.....	<u>15</u>

ABSTRACT - The Institution's size, diversity, and variety of funding sources create a large volume of essential auditing assignments. Since its establishment, the Office of Audits has made important contributions to effective management. An increase of one position and \$15,000 will improve the office's capability to reach its goal of a reaudit every five years. An amount of \$5,000 is needed for necessary pay.

PROGRAM - The Office of Audits, established in FY 1970, is responsible for performing all internal auditing functions of the Smithsonian Institution. In order to ensure the utilization of effective management practices, it is the policy of this office to audit all principal programs, including administrative, financial and supporting programs, during each five-year period.

JUSTIFICATION OF \$15,000 INCREASE (General Administration) - With more than fifty operating units, programs, and staff offices, several major appropriation accounts (totalling over \$86 million in FY 1974), and a wide variety of other funds, there is a large volume of auditing to be done. With the current staff of 8 auditors, it will take another three years to complete the first audit cycle of all principal Smithsonian programs. Therefore, instead of reauditing every five years, the office will be on a seven-year cycle. It is estimated that it would take a total of ten auditors to enable the five-year reaudit program to become a reality. An additional auditor (\$15,000) is requested to help meet this total staff requirement.

OFFICE OF EQUAL OPPORTUNITY

1973 Actual.....\$ 89,000
 1974 Estimate.....\$101,000
 1975 Estimate.....\$104,000

(Dollars in thousands)	Base FY 1974	Increase Requested	Est. FY 1975
Number of Permanent Positions..	<u>5</u>	<u>0</u>	<u>5</u>
11 Personnel Compensation.....	90	3	93
12 Personnel Benefits.....	8		8
21 Travel & Trans. of Persons..	1		1
25 Other Services.....	1		1
26 Supplies and materials.....	<u>1</u>		<u>1</u>
TOTAL	101	3	104

Analysis of Increase

Necessary Pay.....	3
Program Funds.....	0

ABSTRACT - The Office of Equal Opportunity works to assure equality of opportunity in employment and in all policies and practices of the Institution. Several current programs involve the development and better utilization of the skills of minority employees, an improved communication system for handling grievances, and improvement of women's career advancement opportunities. No program fund increase is being sought for FY 1975. An amount of \$3,000 is being requested for necessary pay purposes.

PROGRAM - The Equal Opportunity Program, established by Executive Order 11246 and further implemented by the "Equal Employment Opportunity Act of 1972," enacted as Public Law 92-261, requires the Smithsonian to conduct a positive action program which will provide true equality in all Smithsonian employment practices. It is the responsibility of the Office of Equal Opportunity to conduct such a program. Three major efforts currently underway include counseling, upward mobility, and the equal employment status of women.

The counselor program provides a channel through which employees may raise questions, discuss grievances, and receive resolutions of problems on an informal basis. This program has trained 23 part-time equal employment opportunity counselors who are permanent employees with other assigned duties. Some 150 persons were assisted in calendar year 1973.

The upward mobility program strives to ensure each employee the opportunity to seek and achieve his highest potential and productivity in employment situations with special emphasis being focused on employees at the lower levels of employment. Innovative ideas concerned with minority group training at the lower grade levels to correct inadequate education are currently being applied in several museum and support organizations. Additionally within the upward mobility program is the overseeing of civil rights compliance with direct assistance programs and contracts and grants to ensure that the recipients practice equal opportunity.

The women's coordinator program functions as the principal advisory service to management on all matters pertaining to the equal employment status of women. In FY 1974 a women's week was held with noted speakers, movies, and career counseling sessions. Guidance and operational overseeing are given to the Women's Council.

OFFICE OF PRINTING AND PHOTOGRAPHIC SERVICES

1973 Actual.....\$625,000
 1974 Estimate.....\$753,000
 1975 Estimate.....\$835,000

(Dollars in thousands)	Base FY 1974	Increase Requested	Est. FY 1975
Number of Permanent Positions..	<u>37</u>	<u>5</u>	<u>42</u>
11 Personnel Compensation.....	498	69	567
12 Personnel Benefits.....	42	6	48
21 Travel & Trans. of Persons..	1		1
23 Rent, Comm. & Utilities.....	8		8
24 Printing and Reproduction...	20		20
25 Other Services.....	73	7	80
26 Supplies and Materials.....	80		80
31 Equipment.....	<u>31</u>		<u>31</u>
TOTAL	<u>753</u>	<u>82</u>	<u>835</u>

Analysis of Increase

Necessary Pay.....	21
Support Funds.....	61

ABSTRACT - The Office of Printing and Photographic Services is the Institution's central agency for technical advice, guidance, and production in all matters concerning photographic, duplicating, and in-house printing services. The office coordinates photographic and printing activities and projects and supplies technical support to the curatorial, scientific, technical, and administrative staffs. It also provides photographs, slides, and transparencies with lectures to the general public, schools, research foundations, educational publications, other museums, and government agencies. An increase is sought for the following support needs: (1) Photography - 4 positions (\$46,000) to add a scientific photographer, a studio photographer, a color photography technician, and a microfilm technician and additional funds (\$4,000) to purchase necessary supplies and materials and (2) Printing and Reproduction - 1 position (\$8,000) with support funds of \$3,000 to increase in-house printing capability by the addition of a multilith operator. An additional amount of \$21,000 is being sought for necessary pay.

PROGRAM - In July 1973, the Duplicating Section and the Photographic Services Division were combined to form the Office of Printing and Photographic Services. The supervision of the Government Printing Office's Smithsonian plant was also transferred from the Smithsonian Institution Press to the new office. This action combined the in-house reproduction capabilities with the photographic services. The new office offers the following types of support: hot metal letter-press printing, plate making and duplicating, microfilming, photographic copy and restoration, microphotography, macrophotography, catalogue photography, studio and field location assignments, motion picture photography, color and black and white processing, black and white photographic printing, slides and transparency duplication and processing, and exhibits and mural photographs.

Photography production figures for calendar year 1973 are up over calendar year 1972 in the Office of Printing and Photographic Services by the following amounts:

	1972	1973
Total number of jobs requested	<u>7,500</u>	<u>8,000</u>
Studio and location assignments	1,750	1,930
New negatives (including copy negs)	50,000	65,000
Microfilm	500,000	850,000
Black and white prints	200,000	215,000
Color prints	5,000	6,000
Slides and transparencies	30,000	80,000

JUSTIFICATION OF \$61,000 INCREASE:

Photography - The requested FY 1975 increase will be used: (1) to satisfy the many additional requests for support to projects underway and proposed for the Bicentennial; (2) to fulfill requests for the preparation of slides and lectures for educational purposes; (3) to supply photographs for publication and student research projects; (4) to continue preservation of some 30 million valuable documents through the microfilming process; and (5) to relieve the scientists of photographic work, therefore, allowing them more time for their normal research and scientific duties.

There is currently one technician capable of processing color photographs although all the photographers take such pictures. In-house color processing is limited to film 4 inches by 5 inches, and all other color work must be contracted. In the next several months, equipment necessary to process 35mm slides will be installed. A new technician (\$11,000) is required to assist in the operation of the color processing equipment.

There are currently two microfilm technicians who are capable of producing 850,000 microfilm negatives per year. With a new microfilm operator (\$8,000) and supplies (\$4,000), this production could be expected to go up to 1,275,000. Even at this rate it will take 23 years to microfilm the 30,000,000 documents already on hand that are considered of legal or historical value.

Most of the photographic assignments are carried out in the photographic studios located in the major exhibition buildings, as standard museum practice does not allow valuable specimens to be moved out of the building to other locations. This is to prevent deterioration by improper handling, changes in environment, or loss. There are three photographic studios under the jurisdiction of this office. One is located in the History and Technology Laboratory, one in the Natural History Building, and one in the Arts and Industries Building. There are currently three studio photographers. An additional photographer (\$11,000) is requested to be assigned to studio work to keep the laboratories operational during vacations and to provide for peak work loads.

Photography is an integral part of some scientific work. In order to relieve the scientists of this work and to add the photographic expertise, a scientific photographer (\$16,000) is requested. In one bureau it is estimated that 8 man-years were spent by the scientists doing scientific photography in connection with their research studies. Not all this work can be performed by a photographer, but much of it could be accomplished if another photographer were available.

Printing and Reproduction - The Smithsonian Institution currently has two types of in-house printing capability--linotype and duplicating. The linotype presses and printers are provided by the Government Printing Office on a reimbursable basis. The duplicating of official memoranda, budget justifications, some leaflets, and news releases is accomplished in the duplication section. An additional multilith operator (\$8,000) with support funds of \$3,000 is requested to enable this unit to respond to requests from all Smithsonian offices and bureaus.

INFORMATION SYSTEMS DIVISION

1973 Actual..... \$319,000
 1974 Estimate..... \$381,000
 1975 Estimate..... \$463,000

(Dollars in thousands)	Base FY 1974	Increase Requested	Est. FY 1975
Number of Permanent Positions..	18	4	22
11 Personnel Compensation.....	331	65	396
12 Personnel Benefits.....	27	5	32
21 Travel & Trans. of Persons..	1	1	2
23 Rent, Comm. & Utilities.....	9	3	12
25 Other Services.....	8	6	14
26 Supplies and Materials.....	3		3
31 Equipment.....	2	2	4
TOTAL	381	82	463

Analysis of Increase

Necessary Pay.....	11
Support Funds.....	71

ABSTRACT - Computer specialists, mathematicians, and support personnel of the Information Systems Division (ISD) participate in the development and application of mathematical techniques such as statistical analysis, mathematical modeling, data reduction and cluster analysis, for research projects and automated administrative and collections management systems. An increase of 4 positions and \$71,000 is requested in FY 1975 to meet the following support needs: (1) one additional mathematician (\$16,000) and support funds (\$3,000) to meet an increasing demand for mathematical and statistical analysis assistance by curators and researchers in the areas of historical, biological, chemical, and geological research; and (2) two computer specialists and 1 software specialist (\$42,000) and support funds (\$10,000) to permit continued development of the SELGEM system, including user procedures and systems documentation, for current and projected needs. An additional amount of \$11,000 is requested for necessary pay.

PROGRAM - The ISD was established in 1966 so that the Institution could take advantage of computer technology. Computer specialists, mathematicians, and support personnel work with curators, historians, scientists, and management personnel to apply mathematical techniques to research problems and to develop automated administrative and collection management systems. Initially, the Division's work concentrated largely on management support functions. Over the past four years, however, approximately 75% of the Division's resources have been expended in support of research and collection management as a better understanding of the computer's potential has evolved. Work by ISD has contributed to producing data that have been or will be published in approximately 80 scientific publications.

Presently scientific and collections management computer programs are being developed that can be utilized in several areas with minor modifications to reduce development costs. The Division maintains a computer program library containing 350 active programs and is currently serving researchers, curators, and administrators throughout the Institution. The SELGEM (Self-Generating Master) system has been distributed to 23 universities, government agencies, and other museums. Placing a minimal value for the system to a user of \$30,000 indicates assistance valued at about \$700,000 has been provided to external organizations doing research or collections management in various areas.

JUSTIFICATION OF \$71,000 INCREASE (Automatic Data Processing)

Scientific Research Applications - An increasing demand for mathematical and statistical analysis assistance by curators and researchers in the areas of historical, biological, chemical, and geological research has placed current resources under a constant strain. Seven departments in the National Museum of Natural History (NMNH) and 10 other bureaus are major users of these resources. Projects vary from the application of mathematical/statistical techniques to solve day-to-day research needs, to reducing large quantities of data from the electron microprobe equipment, to portraying research information in a graphic form.

Based on an accumulation of data from weekly status reports and customer correspondence/contact, it is estimated that a mathematician can complete approximately two mathematical projects per month. Present staffing includes one manager and two mathematicians. It is estimated they will be able to complete 72 projects in FY 1974, resulting in a backlog of approximately 40 projects. (Backlogged projects will include mathematical assistance to scientists doing ecological research at the Chesapeake Bay Center, animal behavior analysis for the National Zoological Park, taxonomic classification studies, and programmed research for the various departments in NMNH.) Eighty-three new projects will be developed in FY 1975. Additional staffing of one mathematician (\$16,000) and support funds of \$3,000 for equipment, supplies, training, and computer time will reduce the projected FY 1975 backlog to 27 projects.

Collections Management Workload - In FY 1975 the Smithsonian's main Collection Management System, (SELGEM), which has aroused interest throughout the museum world for its potential as a standard for the computerized management of collections, will be developed further and applied throughout the various museums to provide automated retrieval and indexing of data pertaining to the national collections. Expected results will benefit the professional staff by providing catalogues, cross-referencing indices by categories, better inventory control, and a future vehicle for responding to non-technical queries by the general public. Automated files now permit curators, researchers, and scientists to analyze and interpret their data in ways that were impossible with manual files. The system also allows for economical means of exchanging data via magnetic tape without physically transporting specimens or visiting other locations.

Presently a staff of 4 computer specialists devotes full time to systems analysis, computer programming maintenance, documentation, and customer liaison in the collections management area. In FY 1974 such work has been requested for 30 different collections, and in FY 1975 it is predicted that work will be started on 40 new collections.

From past experience it is estimated that 30 to 35 percent of a computer specialist's time is devoted to continued maintenance and liaison once a project is considered in production. Presently 93 various collections have been automated in the science, history, and art areas, and 40,000 to 45,000 records are entered monthly into various collection management systems. By FY 1977 it is estimated 90,000 to 95,000 records will be entered monthly. All items in the National Collections will not be automated and initial preference is being given to those areas which are considered more important for research and/or historical purposes.

During FY 1974 no new SELGEM program development can be provided and program maintenance capability will be one-half of the requirement for the system which will result in a one and one-half man-year backlog. User procedures and systems and programming documentation equivalent to one-half man-year are also being delayed. Staff

resources previously assigned to this area are now assisting individual curators with current needs. The administrative application area which includes all other areas using ADP, such as payroll, personnel, accounting, library, and supply continue to expand as the Institution grows and no resources can be diverted from this area. For FY 1975, in addition to the 2 man-year SELGEM backlog, approximately 14 new collections will have to be delayed. Staffing of 2 additional computer specialists and 1 software specialist (\$42,000) and support funds of \$10,000 for equipment, supplies, training, and computer time, will be required in FY 1975 to reduce this growing backlog.

SUPPLY DIVISION

1973 Actual.....\$392,000
 1974 Estimate.....\$450,000
 1975 Estimate.....\$503,000

(Dollars in thousands)	<u>Base FY 1974</u>	<u>Increase Requested</u>	<u>Est. FY 1975</u>
Number of Permanent Positions..	<u>23</u>	<u>2</u>	<u>25</u>
11 Personnel Compensation.....	300	28	328
12 Personnel Benefits.....	26	2	28
21 Travel & Trans. of Persons..	2		2
23 Rent, Comm. & Utilities.....	10		10
25 Other Services.....	17		17
26 Supplies and Materials.....	90	23	113
31 Equipment.....	<u>5</u>		<u>5</u>
TOTAL	<u>450</u>	<u>53</u>	<u>503</u>
<u>Analysis of Increase</u>			
Necessary Pay.....		13	
Support Funds.....		40	

ABSTRACT - The Supply Division is responsible for procuring supplies, materials, contractual services, and equipment for research, curatorial, exhibit preparation, and other Smithsonian activities. In order to respond effectively to overall growth within the Institution, an increase for General Administration of two stock/property clerks (\$17,000) and \$23,000 for stockroom supplies is requested. An additional \$13,000 is being sought for necessary pay.

PROGRAM - The Supply Division procures supplies, materials, contractual services, and equipment for research, curatorial, exhibit preparation, and other Smithsonian activities. It stocks and issues office, laboratory, and other supplies required in daily management operations. It operates a property management program, obtaining excess property in lieu of new procurement whenever possible. The Division maintains property records and requires periodic inventories to insure adequate control and utilization of equipment items.

JUSTIFICATION OF \$40,000 INCREASE (General Administration) - The Division's workload of purchase orders, contracts, imprest fund uses, and other transactions associated with operating funds and construction projects continues to increase with the overall growth in Smithsonian programs. Property management and supply requirements will soon be further increased by equipping the new National Air and Space Museum. To maintain an effective level of efficiency, an increase of two stock/property clerks (\$17,000) is requested.

The Supply Division maintains a central stock room. Office and laboratory supplies that are common to most offices of the Institution are stocked for issue to requesters. Although this arrangement permits economy through bulk purchasing, the Division's ability to sustain needed inventory is continually eroded by steadily rising costs--a situation which is further aggravated by the increasing size and complexity of the Institution's operations. An increase of \$23,000 for the purchase of supplies is requested to permit the maintenance of an adequate inventory.

MANAGEMENT ANALYSIS OFFICE

1973 Actual.....\$192,000
 1974 Estimate.....\$203,000
 1975 Estimate.....\$225,000

(Dollars in thousands)	Base FY 1974	Increase Requested	Est. FY 1975
Number of Permanent Positions..	11	1	12
11 Personnel Compensation.....	174	20	194
12 Personnel Benefits.....	14	2	16
21 Travel & Trans. of Persons..	1		1
23 Rent, Comm. & Utilities.....	1		1
24 Printing and Reproduction...	1		1
25 Other Services.....	7		7
26 Supplies and Materials.....	1		1
31 Equipment.....	4		4
TOTAL	203	22	225

Analysis of Increase

Necessary Pay.....	7
Support Funds.....	15

ABSTRACT - The Management Analysis Office (MAO) performs a wide range of general management staff assistance and advisory services related to museum, research, and support operations in the Smithsonian. In order to meet the increased workload caused by the growth of the Institution, one additional management analyst is requested in FY 1975 at a cost of \$15,000. Necessary pay in the amount of \$7,000 is also sought.

PROGRAM - MAO performs management studies and analyses. It develops, recommends, and implements effective business administration and management improvement programs. It provides management advisory services; makes studies and special surveys; develops organizational, functional, staffing, and flow charts; prepares procedural manuals; and manages administrative issuances and forms management programs.

JUSTIFICATION OF \$15,000 INCREASE (General Administration) - The MAO operates along the following functional lines: management analysis, forms control, and administrative issuances. Three employees are involved in the design, production, and control of forms. Many new forms are proposed each year. These are consolidated whenever possible. The use of computers has added greatly to the complexity of forms. Two employees are responsible for the issuance of directives and announcements. These employees are also responsible for editing agency material in the Catalog of Federal Domestic Assistance, and other Government publications. The balance of the staff is available for management studies. In FY 1974 this staff is expected to complete and issue the following handbooks: Purchasing; Time and Attendance; Correspondence; and Travel. They will also be working with the Photographic and Printing Services division on developing production reports, with the Office of Plant Services on an authorization of motor vehicle use for official business, and with Protection Services on a self-defense plan for guards. But with this limited staff some management studies and surveys are backlogged, such as studies and analyses of Smithsonian's current system of delegation of authority, requisitioning procedures for printing and duplicating services, and acquiring and using photo-duplicating equipment. An additional analyst is needed to help to eliminate this backlog (\$15,000).

OFFICE OF PROTECTION SERVICES

1973 Actual.....\$3,965,000
 1974 Estimate.....\$4,415,000
 1975 Estimate.....\$5,363,000

(Dollars in thousands)	Base FY 1974	Increase Requested	Est. FY 1975
Number of Permanent Positions..	400	82	482
11 Personnel Compensation.....	3,847	706	4,553
12 Personnel Benefits.....	327	61	388
21 Travel & Trans. of Persons..	5		5
23 Rent, Comm. & Utilities.....	3		3
24 Printing and Reproduction...	3		3
25 Other Services.....	202	79	281
26 Supplies and Materials.....	21	57	78
31 Equipment.....	7	45	52
TOTAL	4,415	948	5,363
<u>Analysis of Increase</u>			
Necessary Pay.....		209	
Support Funds.....		739	

ABSTRACT - The Office of Protection Services (OPS) is responsible for the protection, security, health, and safety functions of the Institution. An increase of \$739,000 and 82 positions is requested to enable this office to fulfill its responsibilities in six major areas. These areas are: (1) National Air and Space Museum - 30 guards (\$63,000) and support funds of \$39,000 to provide adequate security during initial occupancy; (2) Health Program - a full-time medical officer and a nurse (\$36,000) to meet needs occasioned by rising visitor levels; (3) Plainclothes Operations - 13 additional positions (\$118,000) to increase crime deterrence in the major museums and assist in criminal investigations; (4) Overall Protection and Support - 33 positions (\$287,000), including 10 supervisors, 22 guards, and 1 training officer, and support funds of \$78,000 to provide adequate protection coverage for new exhibitions and facilities; (5) Fire Prevention and Inspection - 3 positions (\$41,000), a fire safety engineer and 2 fire inspectors, to provide a comprehensive program of fire safety engineering and safety inspections; and (6) Burglar and Fire Protection and Detection Systems - an electronics technician (\$13,000) to service and maintain electronic protection and detection equipment and \$64,000 for a phased conversion from the use of leased systems to Institution-owned systems. Funding for necessary pay of \$209,000 is also requested.

PROGRAM - OPS is responsible for the protection, security, health, and safety functions of the Institution. The present protection staff of 360 guards and guard supervisors provides physical security for the Smithsonian museums, art galleries, warehouses, and the property housed therein (excluding the National Zoo which has its own police force). A recent action taken to increase responsiveness to the guarding of collections is the assignment of the elevator operators to this office. The responsibility of the operators is very important to internal security since, in almost every instance, access to the upper, non-public levels of the museums is only by elevators. The doors on stair landings are locked with access only from within the floors, not from the landings.

The protection and security of the Smithsonian's collections, exhibits, facilities, visitors, and staff are of high priority. Additional guard coverage in calendar year 1973 has enabled the force to be more responsive, resulting in a decrease in the crime-rate growth experienced in previous years. The number of misdemeanors and

felonious incidents increased in 1973 to 293. This represents an increase of 61 as compared to the increase of the previous year of 110. The percentage of recovery of stolen articles rose from 20 percent to nearly 50 percent; 46 recoveries as compared to 143. The increase of misdemeanors and incidents can be attributed to such factors as the dramatic growth in the number of visitors; the increased scope, variety and value of the exhibits; and the mounting volume of collections.

The health and safety unit works closely with the guard force. Because of their accessibility the guards are first contacted when an accident, fire, or other incident occurs. Over 325 such incidents were handled last year. Vandalism (13 percent of total crime), truancy cases, and special non-criminal investigations are further examples of the kinds of incidents handled by the Protection division.

JUSTIFICATION OF \$739,000 INCREASE (Protection):

National Air and Space Museum - The OPS will be required to assume responsibility for protecting the new National Air and Space Museum during the last quarter of FY 1975. The 30 positions (8 man-years) (\$63,000) represent the initial guard increment required to protect the Museum. A total of 85 positions will be required when the Museum opens to the public in FY 1976. Support costs (\$39,000) cover purchase and maintenance of uniforms, radio equipment, and setting up a security office in the Museum.

Health Programs - The Smithsonian currently employs a physician on a part-time contract basis. A full-time doctor and additional nurse (\$32,000) are required to enable the Smithsonian to conduct a health program to serve staff and visitors who may become ill or injured. The new Hirshhorn Museum currently has space for a health facility which would also serve other buildings now on this side of the Mall. The funds requested here would provide one nurse; an additional part-time nurse could be employed with the funds currently being used to pay the part-time doctor. These nurses would be assigned to the Hirshhorn. Funds requested include equipping the space for a health unit (\$4,000).

Plainclothes Operations - An experimental plainclothes squad (using existing guard employees) went into operation on July 1, 1973, with a six-man force. Scheduling was such that four officers were assigned daily to operate in each major facility. During this period, the squad was responsible for the apprehension of over 240 suspects on charges ranging from destruction of exhibit material to robbery and sex-related offenses. The plainclothes squad's mission is to deter visitor-related crimes. Proof of their success, stemming from the maneuverability of the force, lies in the reduction of robberies from 29 in the first six months of 1973 to 8 in the last six months. A study revealed that museum facilities were widely used as havens for area school truants. A program of identifying these juveniles and seeing that they are returned to their schools has contributed to a reduction of one-third (36 to 24) in public area larcenies during the squad's operational period.

In addition to regular assignments, plainclothesmen have provided security support for dignitaries requiring personal protection while touring Smithsonian facilities. Additionally, they have been instrumental in solving many reported offenses through preliminary investigations conducted at the crime scene. This is responsible in great part for the nearly 50 percent clearance rate in calendar year 1973. With the reluctance of visitors to cooperate in prosecutions and, in many cases, even to report an offense committed against them, a plainclothes operation is the only successful measure found to deter criminal acts. The 13 additional positions (\$118,000) requested will enable ten men to be assigned to the major museums, including the Hirshhorn.

Overall Protection and Support - The guards in exhibition areas are subjected to many demands for attention. An independent consultant's report for the Smithsonian stated that guards were distracted by one out of every three visitors making inquiries or seeking directions. In addition, guard response to local alarms at exhibitions further reduces the area to which he can devote his full attention. Additional guards and guard supervisors and a training officer (\$287,000) are necessary to provide adequate security for highly sensitive areas, such as the numismatic and mineralogy collections; new halls, galleries, and exhibitions which have recently opened or are to be opened to the public, such as, the two exhibits, "It All Depends" and "Ice Age Mammals and the Emergence of Man" in the Museum of Natural History, a gallery of portrait miniatures in the National Collection of Fine Arts, and the entire third floor mezzanine exhibit area of the National Portrait Gallery.

The number of guard posts required is determined by the value of the property exhibited or stored, the vulnerability to theft or vandalism, the effective field of vision of the guard, and the extent to which detection/protection devices are present. Of the 281 guard posts which have been determined, only 200 are currently being manned. The 81 unmanned guard posts are equivalent to 135 man-years. The 33 positions (\$287,000) requested would help to narrow this difference. In addition support funding of \$78,000 is sought for uniform and equipment purchases and maintenance, training aids, and contractual courses for guard training.

Fire Prevention and Inspection - A serious fire during FY 1973 at the Belmont Conference Center reinforced the need for a comprehensive program of fire safety engineering and safety inspections. Three positions and \$41,000 are requested to fill this need. Currently, there is only one fire inspector to cover all the buildings of the Smithsonian. He only has time to check fire extinguishers and obvious problems. Capability is needed during the design stages for new major construction as well as for exhibition construction to ensure that fire safety aspects receive full consideration and implementation. Continuing fire safety inspections are necessary for facilities on or near the Mall and at such sites as Hillwood, Belmont Conference Center, Chesapeake Bay Center, and Anacostia Neighborhood Museum.

Burglar and Fire Protection and Detection Systems - The OPS has no internal capability for maintaining the electronic equipment and systems installed in the various Smithsonian locations. Maintenance and service personnel of outside companies must be relied upon, and response to service calls is not immediate. The cost of this outside maintenance amounted to nearly \$175,000 in FY 1974. One additional position (\$13,000) is requested for an electronics technician to service and maintain electronic protection and detection equipment. The support cost requested (\$64,000) will be used for the first phase of the conversion from leased, externally-maintained equipment and systems, to an Institution-owned system with centralized control and reporting. This first phase will include the upgrading of communications systems equipment, the replacement of out-dated systems, and the consolidation of the various individual control rooms into one control center. It is expected that the conversion to a proprietary system would take five years. The initial experimental stages will enable the Institution to gather information on the total savings versus the cost of the change-over.

OFFICE OF FACILITIES PLANNING AND ENGINEERING SERVICES

1973 Actual.....\$390,000
 1974 Estimate.....\$433,000
 1975 Estimate.....\$554,000

(Dollars in thousands)	Base FY 1974	Increase Requested	Est. FY 1975
Number of Permanent Positions..	20	3	23
11 Personnel Compensation.....	381	41	422
12 Personnel Benefits.....	33	4	37
21 Travel & Trans. of Persons..	1	1	2
25 Other Services.....	13	75	88
26 Supplies and Materials.....	2		2
31 Equipment.....	3		3
TOTAL	433	121	554
<u>Analysis of Increase</u>			
Necessary Pay.....		10	
Support Funds.....		111	

ABSTRACT - The Office of Facilities Planning and Engineering Services (OFPE) is responsible for planning, design, coordination, and supervision of construction, modification, and repair work. An increase of 3 positions and \$111,000 is sought for Building Management support. The positions and funds in the amount of \$36,000 will provide for an engineer/estimator to assist in project development and cost estimating and 2 construction inspectors to oversee contract work. An amount of \$75,000 is requested to continue program studies and to perform preliminary site planning for the National Museum Support Facility. An additional \$10,000 is sought for necessary pay.

PROGRAM - OFPE is responsible for planning, architectural and engineering design and preparation of specifications, coordination, and supervision of construction projects. OFPE is a newly formed organization which was part of the Buildings Management Department. The separation of this unit from day-to-day responsibilities for operations of buildings enables more time and attention to be given to these specialized services.

JUSTIFICATION OF \$111,000 INCREASE (Buildings and Facilities Management) - With the large number of buildings owned or occupied by the Smithsonian and with several buildings being over 75 years old, the range of repair, renovation, and rehabilitation projects is enormous. Examples of work currently underway are the air conditioning and renovating of the Arts and Industries Building (93 years old), library space in the Natural History Building, and preparation of space for conservation purposes in the History and Technology Building.

An engineer/estimator (\$16,000) is needed to provide critical skills to the facilities planning process. No one currently on the staff is available to perform the critical job of estimating costs on a full-time basis. In order to prepare a realistic estimate of construction costs the estimator must keep up with various cost factors in the construction trade. With the difficulty of such projections at the best of times, in these times of rapid price increases it is especially difficult. This is a very important request in order to insure sufficient funds are requested for a particular job.

Two construction inspectors (\$20,000) are needed to assist in overseeing the work being performed under contract. Currently there are 20 projects underway totaling \$5 million. There are two inspectors currently on the staff, but because of the number of small jobs that are undertaken, additional personnel are requested. It is

not unusual for a large job, like the air conditioning of the Arts and Industries Building which will take two years, to require the full time of at least one inspector while the job is underway.

An appropriation of \$75,000 is required to continue studies and site planning for the proposed Smithsonian National Museum Support Facility. In 1969 the Regents of the Smithsonian Institution recognized that the natural, but inevitable, growth of the national collections in science, history, and art had crowded the Mall museum buildings to the extent that public exhibition space was being used for the research collections and that, in spite of this, the collections were so crowded that research and the essential services provided by the collections were impeded. The Regents agreed that the development of a museum support facility was needed to maintain the use of the Mall buildings for public exhibition and public services, at least at the level for which they had been built.

The funds requested are required to continue the analysis of the essential museum functions which can be performed away from the central buildings, for the determination of priorities of need, and to make analyses and study plans for suitable government-owned land under consideration.

OFFICE OF PLANT SERVICES

1973 Actual.....\$ 7,733,000
 1974 Estimate.....\$ 8,965,000
 1975 Estimate.....\$10,907,000

(Dollars in thousands)	Base FY 1974	Increase Requested	Est. FY 1975
Number of Permanent Positions..	529	85	614
11 Personnel Compensation.....	4,610	880	5,490
12 Personnel Benefits.....	390	73	463
21 Travel & Trans. of Persons..	4		4
23 Rent, Comm. & Utilities.....	2,480	907	3,387
24 Printing and Reproduction...	4		4
25 Other Services.....	872	10	882
26 Supplies and Materials.....	498	19	517
31 Equipment.....	107	53	160
TOTAL	8,965	1,942	10,907

Analysis of Increase

Necessary Pay.....	412
Other Uncontrollable.....	830
Support Funds.....	700

ABSTRACT - The Office of Plant Services (OPLANTS) provides essential services related to the physical maintenance and operations of nine major buildings as well as 26 smaller buildings or facilities located in the Washington, D. C. area.

In FY 1975 an increase of \$700,000 is requested to meet the following support requirements in Buildings Management: (1) 31 positions, approximately 6 man-years, (\$73,000) for initial staffing of the new National Air and Space Museum and funds in other objects (\$120,000) for related expenses; (2) 44 positions (\$377,000) are sought to bring the custodial and mechanical forces closer to their required strength, and support funds (\$24,000) for supplies, contracts, and equipment; (3) 6 positions (\$60,000) and support funds (\$10,000) to extend the horticultural services program to the Hirshhorn Sculpture Garden and Courtyard, as well as adding to the core team who are responsible for 75 acres of grounds, plantings, and park areas; (4) 3 positions (\$24,000) and a truck (\$5,000) to establish an inter-building moving team; and (5) 1 position (\$7,000) to extend the mail/messenger service to the new building. An amount of \$412,000 is requested for necessary pay. An additional \$830,000 for space rental is being requested in the Uncontrollable Section. (See page A-6.)

PROGRAM - OPLANTS is responsible for the day-to-day operation of the Smithsonian's physical plant located in the Washington, D. C. area. The range of services includes trade and craft assignments, custodial and labor services, operation of temperature and humidity control units, transportation, communications, minor repairs and alterations to buildings, moving and rigging services, landscaping and grounds maintenance, and mail/messenger service. OPLANTS employs trade and craft personnel such as masons, cabinetmakers, glaziers, painters, and electricians who contribute their skills in support of research activities, exhibitions, and other public events. The Buildings Management Department used to be responsible for other aspects of buildings' maintenance and operation, including their protection. In FY 1973, the Office of Protection Services was established to be responsible for protection and security of buildings. Further organizational changes have taken place to improve the effectiveness of operations and to make various buildings management-type functions more responsive to program requirements. For instance, the elevator operators have been placed under the jurisdiction of the Office of Protection Services to strengthen

that office's ability to control access to non-public areas. Planning and design, engineering, architectural, and construction supervision functions have been concentrated in a new Office of Facilities Planning and Engineering Services to permit more effective development, review, and management of alteration, renovation, and construction projects. Custodial and labor forces, under the supervision of a building manager, have been assigned for administrative management to the museum and office directors that have immediate responsibility for the condition of their buildings which receive 15 million public visits each year, as well as use by employees, visiting researchers, and students. The museums and facilities affected are the National Museum of Natural History, National Museum of History and Technology, Fine Arts and Portrait Galleries, Freer Gallery of Art, Hirshhorn Museum and Sculpture Garden, National Air and Space Museum, Smithsonian and Arts and Industries Buildings, and several outlying areas occupied by the Smithsonian.

JUSTIFICATION OF \$700,000 INCREASE:

National Air and Space Museum - The National Air and Space Museum is scheduled for occupancy in the latter part of FY 1975. Although the public opening will not be until July of 1976, many initial services must be provided by OPLANTS in FY 1975. They include the installation of special equipment; the operation and maintenance of heating, air-conditioning and humidity control systems; extensive moving and rigging services; and cleaning and labor services.

An initial staff of five mechanics, one electrician, and 25 custodians and laborers (about six man-years, \$73,000) is sought to provide these essential services. Funds are also requested for related expenses such as utilities and communications, miscellaneous contract services, custodial supplies and materials, and cleaning and maintenance equipment (\$120,000).

Custodial and Mechanical Maintenance - Custodial and labor personnel provide services for approximately 3,656,000 square feet of floor area. These employees provide many special services requested in connection with public activities and educational programs during regular hours, at night, and on weekends and holidays. Cleaning operations encompass collection areas, offices, restrooms, workrooms, laboratories, and exhibit areas. Primary consideration has been placed on cleaning public areas which comprise about 60 percent of the total net floor area. Work frequency rates are considerably higher in these public areas, and special care must be exercised because of valuable museum objects.

Cleaning standards have been developed which show manpower requirements to sustain adequate levels of performance. The financial resources required to bring a reasonable balance between workload requirements and staffing needs have fallen consistently short. Increased demands for services, including moves of furnishings, equipment, and collections and the addition of more exhibit areas, have strained the capability of existing custodial and labor forces. Some non-public areas requiring attention are being neglected because limited personnel must be diverted to public areas. In an effort to correct these growing deficiencies, \$300,000 is sought for 37 positions. These will be used in the following buildings: National Museum of Natural History, 10; National Museum of History and Technology, 7; Fine Arts and Portrait Galleries, 8; Hirshhorn Museum, 6; and others, 6.

Additional air-conditioning, heating, and lighting systems for all Smithsonian buildings, as well as increasing numbers of visitors and exhibit spaces have resulted in greater demands on trade and craft personnel. Two additional electricians, three mechanics, and two painters will help insure preventive and corrective maintenance, and relieve backlog situations (\$77,000). Support funds of \$24,000 are requested for necessary supplies, increases in contractual services, and the replacement of irreplaceable equipment.

Horticultural Services - A horticultural program has recently been established which is intended to provide maintenance to 75 acres of grounds, planting, and park areas; development of a recording, labeling, and accessioning system; interior plantings, and development of a greenhouse operation to serve plant requirements. Additional demands will be levied by the Hirshhorn Sculpture Garden and Courtyard which is expected to open in the fall of 1974. This addition to the Smithsonian's museums will require a high degree of maintenance because of its public use. Intense efforts are underway to bring several projects to completion by 1976 to coincide with the Bicentennial. An additional 6 gardeners and helpers (\$60,000) are requested plus funds necessary to acquire plant materials and equipment needed to sustain established projects (\$10,000).

Establish Inter-Smithsonian Moving Force - The Smithsonian has no moving force with a truck for inter-Smithsonian movement of items from the national collections. A very unsatisfactory and potentially unsafe practice exists of moving valuable objects with separate labor crews in each museum and a separate truck and driver. A study by all Smithsonian museum registrars has established the need for a trained force as a high priority item for safe movement of collections. Two moving clerks and a driver (\$24,000) and a truck (\$5,000) are requested for this purpose.

Increase Mail Service to Accommodate Hirshhorn and Increased Demand - An increase of one mail clerk (\$7,000) is requested to improve the pick up and delivery of mail to Smithsonian's offices on and away from the Mall.

Tab B

MUSEUM PROGRAMS AND RELATED RESEARCH
(SPECIAL FOREIGN CURRENCY PROGRAM)

SMITHSONIAN INSTITUTION
MUSEUM PROGRAMS AND RELATED RESEARCH
(SPECIAL FOREIGN CURRENCY PROGRAM)

1973 Appropriation.....	\$3,500,000	
1974 Appropriation.....	\$4,500,000	Equivalent in "Excess"
1975 Estimate.....	\$4,500,000	Foreign Currencies

An appropriation of \$4,500,000 in foreign currencies determined by the Treasury Department to be in "excess" of the normal needs of the United States is requested for FY 1975. The appropriation will be used for two general purposes:

1) To continue a program of grants to United States institutions for field research in those countries where "excess" local currencies are available. The research will be performed in the following general areas of Smithsonian Institution interest and competence:

<u>Commitment of Funds by Program Area</u> (dollar equivalents)			
	<u>FY 1966-73 Cumulative Commitments</u>	<u>FY 1974 Estimated Commitments</u>	<u>FY 1975 Appropriation Request</u>
Archeology and Related Disciplines	\$11,376,429	\$1,400,000	\$1,300,000
Systematic and Environmental Biology	7,187,454	1,400,000	1,500,000
Astrophysics and Earth Sciences	1,126,284	500,000	450,000
Museum Programs	261,530	190,000	240,000
Grant Administration	<u>110,807</u>	<u>10,000</u>	<u>10,000</u>
	\$20,062,504	\$3,500,000	\$3,500,000

2) To make the second of four annual payments, each of \$1,000,000 equivalent in "excess" Egyptian pounds, which together would constitute the final United States' contribution to UNESCO's international campaign to preserve archeological monuments in Nubia which are inundated by Nile River waters regulated by the Aswan Dam. These payments would support the preservation of the monuments on the Island of Philae as proposed by President Kennedy in his letter to the Congress dated April 6, 1961.

THE PROGRAM OF GRANTS FOR FIELD RESEARCH

In fulfilling the first general purpose of this appropriation, the Smithsonian Foreign Currency Program has awarded 401 grants to United States institutions for field research totalling more than \$20,000,000 equivalent in "excess" foreign currencies over an eight-year period. These grants have benefited 220 museum, universities, and research organizations in 32 states and the District of Columbia. Benefits include major additions to the study collections of more than 28 museums and universities in 18 states and the District of Columbia. The grants have resulted in 452 scientific publications.

Many Smithsonian "excess" foreign currency grants support research which contributes to United States national programs. Among these are the Department of the Interior's cooperative programs abroad under the Endangered Species Act of 1973, the

National Aeronautics and Space Administration's satellite tracking programs, the National Academy of Science's contribution to the International Biological Program, the national research particularly in systematic and environmental biology, and the Smithsonian-administered National Museum Act which is devoted to strengthening the museum profession in the United States.

In FY 1973 obligations for field research totalled about \$3,700,000 equivalent in "excess" foreign currencies. In 1974 grants to support ongoing and new field research projects are expected to total about the same amount. As of January 15, 1974, \$1,106,000 equivalent had already been obligated for field research. On that date awards totalling \$1,569,000 equivalent remained unfunded and proposals totalling an additional \$1,000,000 equivalent had been received.

An appropriation of \$3,500,000 for field research is essential for FY 1975 to support ongoing research and unfunded awards and to meet the persistent demand for funds to support new and meritorious research by United States institutions in the "excess" foreign currency countries. Research proposals in preparation total at least 64. This level of activity continues in spite of the removal of Israel and Morocco from the list of "excess" currency countries and the expected removal of Yugoslavia in the course of FY 1974.

The continuing interest in joint research is reflected in increasing numbers of requests for guidance and assistance in the preparation of Proposals for research in Egypt, India, Pakistan, and Poland.

In Egypt, fresh interest in joint research is emerging, particularly in the biological sciences. Proposals for research in Egypt in all Smithsonian sponsored fields, pending or in preparation, number 17.

For India, proposals pending or in preparation number 67, up from 36 a year ago. The major share of these proposals is for research in the biological sciences. The recent successful conclusion of negotiations between the United States and India on use of the United States-owned rupees gives promise of renewed consideration by India of joint research proposals and of an increase in Smithsonian grants for research there in FY 1975.

Growing interest in research collaboration in Pakistan is contributing to the momentum of new proposals in preparation. Two new archeological excavations were carried out there this past summer. Eighteen major proposals in all fields of Smithsonian interest are known to be in preparation.

Interest in collaborative research in Poland continues also with 11 major research proposals in preparation. In addition, the exchange of individual scholars reached a new high of 47 during FY 1973, up from 18 the previous year.

No increase in the "excess" foreign currency appropriation is requested for FY 1975 because it is estimated that new proposals likely to be funded in FY 1975 will be offset by the removal of Yugoslavia from the Treasury Department's list of "excess" foreign currency countries and the successful conclusion of research in other countries.

"Excess" foreign currency appropriations are an advantageous and unique source of research monies. They do not require new appropriations of tax dollars and do not add significantly to the President's budget total because the Commodity Credit Corporation reduces its appropriation request by an amount equal to the amount of foreign currencies expended. Delay in the use of the "excess" accounts means continuing losses to the United States Treasury as these accounts lose value through inflation and devaluation. Such monies are especially advantageous as a source of funds for

essential United States research abroad which does not adversely affect the United States balance of payments.

OUTSTANDING PROJECTS

Outstanding results of projects receiving Smithsonian Foreign Currency Program support include:

1. Publication by Harvard University and the University of Iowa of the first volume of the Corpus of Ancient Mosaics of Tunisia making available to the public for the first time examples of these little known but outstanding, colorful and varied works of art of the Roman and Byzantine Empires.
2. Discovery by the University of Pennsylvania of remarkable information about the monotheism established by the Egyptian Pharaoh Akhenaten in the 14th century B. C. This information is emerging as individual building blocks bearing fragments of narrative scenes from the walls of Akhenaten's temple at Karnak are reconstructed like a jigsaw puzzle with the aid of a computer. The temple was systematically disassembled by Akhenaten's religious opponents after his death.
3. Publication of the first part of a six-volume revision of the basic handbook on the tropical flora of Sri Lanka (Ceylon). This Smithsonian revision of Trimen's Handbook to the Flora of Ceylon, will correct, on the basis of modern scientific research, the nomenclature of the major kinds of tropical plants everywhere in the world. These plants were first described by the Swede, Linnaeus, who is considered the father of modern systematic botany, in the 18th Century using specimens from Ceylon. This revised Handbook will greatly facilitate botanical research in the tropics which rests on accurate identification of each plant.
4. Organization of symposia, under National Academy of Sciences auspices, from which analytical publications of the results of research carried out under the International Biological Program are prepared. Smithsonian support has contributed to these symposia leading to publications on grassland, forest, desert, and tundra ecosystems and on biological productivity on land and in the water.
5. Field research in Yugoslavia for the Smithsonian's Folklife Festival presentation on the Mall in 1973 of folk dancers and singers from that country together with dancers and singers from American communities of Yugoslav origin. This program was the first of many to be presented in successive summers to culminate in a major Bicentennial festival in 1976 honoring the folk traditions of the American people which survive from the lands of their forefathers.

FINAL U.S. CONTRIBUTION TO UNESCO'S NUBIAN MONUMENTS CAMPAIGN

The Smithsonian is seeking a continued appropriation of \$1,000,000 equivalent in excess Egyptian pounds, in addition to the \$3,500,000 equivalent requested for grants for field research, as the second of four equal payments which together constitute the final United States' contribution to UNESCO's international campaign to preserve the temples on the Island of Philae.

The first payment of \$1,000,000 equivalent in Egyptian pounds for this purpose which was appropriated to the Smithsonian in FY 1974 was announced on November 16, 1973 by the United States representative at the twenty-second meeting of the Executive Committee for the UNESCO International Campaign for the Safeguarding of the Nubian Monuments.

The total cost of this salvage program will probably exceed \$16 million in convertible and local currencies. Some \$10 million of this total has already been

pledged by other nations including Egypt which has undertaken to meet one-third of the project's cost.

The salvage plan finally adopted by UNESCO's international advisory group, with the advice and concurrence of an American engineer, provides for a coffer dam to be erected around the Island of Philae to permit the lowering of the water for removal of the temples. They are then to be re-erected on the nearby Island of Agilkia in a setting like the original one. There they will be higher and safe from further erosion by the river and accessible to all.

Work has progressed satisfactorily on the salvage of the temples. The United States representative attending the first meeting of the Group of Archeologists and Landscape Architects for Safeguarding the Philae Temples in October 1973 at Aswan, Egypt, has reported that the work on the coffer dam was about 75 percent complete at that time. Preparation of the new site for the temples on the Island of Agilkia was more than 65 percent complete. Moreover, plans for the transfer of the temples to the new site revealed careful attention to preparation of the new site and to re-erecting the temples on that site in a manner nearly identical to that on the Island of Philae. The next meeting of the Philae salvage advisory group has been scheduled for April 1974 to coincide with the completion of the coffer dam and the lowering of the water covering the Island of Philae which will permit the start of the dismantling of the temples.

It is in the United States' interest to contribute to the preservation of the Temples of Philae because of their interest to the scholars of the United States. Moreover, by continuing cooperation in the Nubian Monuments Campaign, we maintain today's rich opportunities for American institutions of higher learning to conduct studies in Egypt and we enhance United States' cultural relations with that country. In response to Public Law 86-472, President Kennedy said in his letter of April 6, 1961, to the Congress that he considered it "to be in the interest of the United States to assist in rescuing these historic remains of a former civilization from destruction--and to join the international effort to conduct exploration and research in the threatened area of Nubia before it is submerged for all time." Today, in times of political unrest, the Smithsonian's request for funds to complete the United States' contribution to this international campaign takes on even greater significance in maintaining the basic cultural associations which are the most enduring form of contact between nations. In this context, the United States has already received the priceless Temple of Dendur from Egypt in appreciation for our Nubian Campaign support.

SMITHSONIAN PROGRAM PROCEDURES

This Special Foreign Currency Program appropriation request, as in the past, is based on budget projections for ongoing research and on pending and new research proposals which include firm research proposals, those postponed by lack of sufficient funds, and other sample or illustrative proposals based on firm indications of interest both within and without the Smithsonian. They represent the Institution's selection of possible projects which appear most promising for successful development and implementation during fiscal year 1975. A list of such projects is submitted as a supplement to the Smithsonian's fiscal year 1975 budget request. It should be noted, however, that actual implementation of these projects will be contingent upon three factors: review by the Smithsonian's national scientific advisory councils, review and approval by American embassies overseas, and appropriate cooperative arrangements with host-country institutions or governmental authorities.

MUSEUM PROGRAMS AND RELATED RESEARCH
(SPECIAL FOREIGN CURRENCY PROGRAM)

Commitments of funds by Country

	<u>FY 1973 Actual</u>	<u>FY 1974 Estimate</u>	<u>FY 1975 Appropriation Request</u>
Burma.....	\$60	\$12,000	\$25,000
Egypt.....	827,205	1,680,000 ^{/1}	1,700,000 ^{/1}
Guinea.....	-	8,000	25,000
India.....	1,448,378	465,000	850,000
Morocco.....	186,236	-	-
Pakistan.....	64,909	550,000	550,000
Poland.....	263,135	550,000	550,000
Tunisia.....	480,516	800,000	800,000
Yugoslavia.....	<u>394,352</u>	<u>435,000</u>	<u>-</u>
	\$3,664,791	\$4,500,000	\$4,500,000

^{/1} Includes payment to UNESCO of \$1,000,000 equivalent in excess Egyptian pounds for the international campaign to preserve the Nubian monuments.

Tab C

CONSTRUCTION, RESTORATION, REPAIR,
AND IMPROVEMENTS

SMITHSONIAN INSTITUTION CURRENT BUILDING PROGRAM

<u>Project</u>	<u>Appropriated to Date</u>	<u>Fiscal Year 1975 Request</u>
Construction and Improvements, National Zoological Park	\$13,368,000	\$10,000,000 <u>1/</u>
Restoration and Renovation of Buildings	14,957,000	1,325,000 <u>2/</u>
Construction:		
Hirshhorn Museum and Sculpture Garden	15,000,000 <u>3/</u>	...
National Air and Space Museum	31,900,000	10,000,000 <u>4/</u>

1/ Construction of the Elephant House and Bird House environs, planning and initial construction phases of the general service and parking facility, construction of the education and administration building, planning of future projects, and building and facilities repairs.

2/ Mt. Hopkins Observatory, Animal Conservation Center, Arts and Industries Building, Smithsonian South Yard, and other repairs and improvements to buildings and facilities.

3/ Excludes \$200,000 for relocation of the Armed Forces Institute of Pathology and \$1,000,000 provided by Joseph H. Hirshhorn for construction.

4/ Appropriation to liquidate contract authority.

CONSTRUCTION AND IMPROVEMENTS,
NATIONAL ZOOLOGICAL PARK

1973 Appropriation.....\$ 675,000
1974 Appropriation.....\$ 3,790,000
1975 Estimate.....\$10,000,000 \$ 9,420,000 allowf

This account is used to fund repairs, alterations, and improvements to existing facilities including exhibits; to plan and design facilities; and to perform major renovations, restorations, and new construction implementing the Master Plan approved by the Commission of Fine Arts and the National Capital Planning Commission in FY 1973. The requested appropriation of \$10,000,000 will be used as follows: construction of the Elephant House and Bird House environs (\$2,970,000); planning and the initial construction phases of the general service and parking facility (\$2,730,000); construction of the education and administration building (\$3,000,000); planning of future projects (\$650,000); and renovation and repair of existing facilities (\$650,000).

The Need

The National Zoological Park must be rebuilt in its tracks. The need has been acknowledged by the Congress and has been reflected in its actions in the past several years in funding a complete and revised Master Plan for the Zoo which has been approved by the National Capital Planning Commission and the Commission of Fine Arts.

In 1890, the Olmsteds were commissioned to prepare a park plan for the National Zoo catering to horse and carriage drive-throughs, and leisurely strolls by a small number of visitors. Today many of those same paths and roadways must bear vastly greater volumes of visitors, while vehicles have consumed acreage invaluable for educational and animal management uses.

In 1890, and continuing through the first half of this century, the National Zoo, along with most others, designed animal structures to serve the "Menagerie" mentality of eras past. Animals were curiosities to be caged, usually in isolation because it was not understood how to let them live together. A typical zoo put an animal in a bare cell; gave feed to it; and when it died (as often happened), replenished it from the wild. Today we must respect and use the animal as an educational resource, provide for its psychological and physiological needs, protect its gene pool through selective cooperative breeding programs, and sustain it in good health for a full and useful life demonstrating to man the character and abilities of its own kind.

Such improved quality of care and interpretation requires increasing knowledge and operational use of such knowledge, greater staff and new expertise, effective and complex plant management, different and better foods, collaborative interaction of animal management, interpretation, animal health and pathology, and research on-site and in the field. And above all, it requires space in the right amounts, the right place and the right design--for animals, for people, and for all their essential interrelated support, service, and access needs.

That is what the National Zoo Master Plan is all about--skipping a century to meet today's and tomorrow's challenge in the face of constant and increasing use by a public tuned in to animal ecology and environmental needs (20 percent increase in visitors in 1973 over 1971), obsolescence and decay of old structures, imperative new animal space needs, recurrent flood damage to some service facilities, and overuse of others. We have no choice but to rebuild. The mandate is to rebuild for today and tomorrow rather than replicating yesterday's mistakes.

The Master Plan provides more spacious quarters, as well as suitable dens, nest boxes, privacy areas, and special quarters for pregnant females, mothers and young,

and animals receiving medical care and, consequently, many more windows of educational opportunities for the public.

The Master Plan consists of fourteen clusters of forty-one closely interrelated projects, largely fixed in their necessary sequence. To be realized successfully, the Plan must unfold within a definite time-frame for the well-being of the animals and for the enlightenment of and least cost to the public.

Funds have already been applied to accomplish several major features of construction including delicate hoofed stock, pandas, monkey house remodeling, lion hill construction, and for schematic planning for elephant yards, bird house area, Connecticut Avenue education building, and for the vital central service and parking facility.

FY 1975 Program

The requested \$10,000,000 appropriation will be used for the following projects:

1. Construction of Elephant House and Bird House Environs (\$2,970,000)

Funding of \$2,970,000 is required to complete construction of the new outside animal paddocks at the elephant house, and the plaza surrounding the bird house. Construction plans are presently being completed for the visitor sidewalks, service facilities, moats, pools, and yards surrounding the present elephant house, increasing the space for the animals by at least two-thirds. Viewing and educational facilities for the visitors will be greatly enhanced by means of elevated sidewalks, rest areas, special educational graphics, and wider sidewalks, and increased linear perimeter viewing to accommodate the ever-increasing numbers of visitors. Initially, the exhibition will include giraffes, Asian elephants, African elephants, Nile hippopotamuses, pygmy hippopotamuses, and the Indian rhinoceros. At a later date, the giraffes will move to another exhibit area with even larger yard space and the rhinoceroses into the area the giraffes had occupied. The animals will be separated from the public by pools, by dry moats, and, in the case of the giraffes, by a combination of moats and railings.

Plans for the five-acre plaza surrounding the bird house include complete redevelopment for exhibition and education. Pools and ponds for waterfowl and flamingos, crane yards, and flight cages will be presented in a park-like atmosphere appropriately landscaped with trees, shrubs, and grasses. A water bird exhibit will form an informal, pleasant approach to the building and the main feature in the rear will be the pond and yards for the flamingos.

Construction will start early in FY 1975 and both projects will be finished in time for the Nation's Bicentennial. With the completion of these projects, the monkey house, and lion hill (as well as the already completed bird house, flight cage, deer yards, hoofed-stock yards, and panda house), the Zoo will make a respectable showing for six million current visitors plus the many more anticipated between now and completion of the Bicentennial year.

2. Planning and Initial Construction of General Service and Parking Facilities (\$2,730,000)

\$ 2,730,000 allowed

An amount of \$2,730,000 is required to complete the working drawings on three interlocking phases of the general service and parking facility and initiation of site and foundation work. The \$300,000 appropriated in the present fiscal year has begun these plans. The requested funds would place the Zoo in a position to advance construction efficiently on the initial phases of this project, hoping for significant occupancy in part by FY 1977. This particular project is pivotal to the entire construction program. It organizes not only the visitor parking but centralizes all non-animal related functions of the Zoo--operation and maintenance, gardening, commissary, motor pool, supply, protective services, etc. It frees, for park land and

animal exhibition, approximately twelve acres now used for parking and roadways. And it accomplishes critically necessary Rock Creek flood control protection for the Park in a plan carefully coordinated with all necessary neighboring and planning jurisdictions. Twice in as many years, Zoo work areas have been inundated by flooding. The service facility will incorporate civil engineering safeguards in order to alleviate this serious problem.

At the present time the Zoo, through the Friends of the National Zoo, is collecting a dollar parking fee for each visitor's car. Twenty-five percent of the profit is being used for the educational program at the Zoo, and seventy-five percent is being held in escrow for use in construction of the portion of the building related to visitor parking, just as user fees will defray operating costs after construction.

3. Construction of the Education and Administration Building (\$3,000,000) \$ 2,500,000 allowed

An appropriation of \$3,000,000 will be used in association with a likely \$1,500,000 from a private foundation for the completion of plans and construction of the educational building at the Connecticut Avenue entrance to the Zoo. This building will play a role in furthering humane education programs--an aim long advocated by the Zoo. This is an example of efforts to augment Federal support for the Zoo construction program by cooperative efforts with the private sector.

The building will contain educational program facilities centered around an auditorium equipped for both live and audio-visual presentations. It will be used as an introduction-orientation center for the Zoo. Several classrooms will be available to school systems. In addition, this building will house the administrative offices and library. Plans presently in the initial stages will be completed and construction started in mid-FY 1975. Construction may be completed in time for the Bicentennial.

4. Planning (\$650,000) \$ 600,000 allowed

Initial planning for future phases will be started in FY 1975, developing them in an interlocking scheme with present work and future construction phasing. These initial planning efforts are important to later well-developed plans and cost estimates for budget presentations and to insure the "meshing" of various projects with each other. Since the Zoo will stay open to the visiting public and the Bicentennial year will arrive during the construction, it must proceed with the first phases of plans in FY 1974 to insure that work is completed in an orderly, logical fashion with the minimum inconvenience to visitors.

The planning funds will be used for the following projects:

--\$70,000 for the first phase of planning for the polar bears and the center of the Zoo to include the present small mammal building, the crocodile and Komodo dragon exhibit, new small primate building, and the monkey island.

--\$80,000 for the first phase of planning and cost estimate of exhibits for the sea lions and seals--both above and underwater viewing--the beaver, the otter, and other related animals in the valley now most prominently identified by the present sea lion pool.

--\$100,000 for the first phase of planning for the giraffe complex, redevelopment for animal use of the lower parking lots, rehabilitation of the duck ponds, and the lesser cat exhibit. This area, which extends from the lower one-third of Olmsted Walk eastward to Rock Creek, is now occupied by the Police Station, restaurant, duck ponds, and parking lots. The giraffes will be the central feature here, with a large outdoor yard where they will have ample room to move about and display their marvelous mobility. One pool will be added among the duck ponds which will contain a gibbon island. This

area will also include exhibition pens for the medium-size and smaller cats and a small flat space, now used for a parking lot, will be devoted to hoofed-stock, principally antelope.

--\$400,000 for the completion of phase II planning documents for the lower Rock Creek area to include the bears, goats, sheep, and baboon exhibit in the old rock quarry and the great ape exhibit at the lower end of the Zoo property in Rock Creek. Phase I tentative plans are being worked on now.

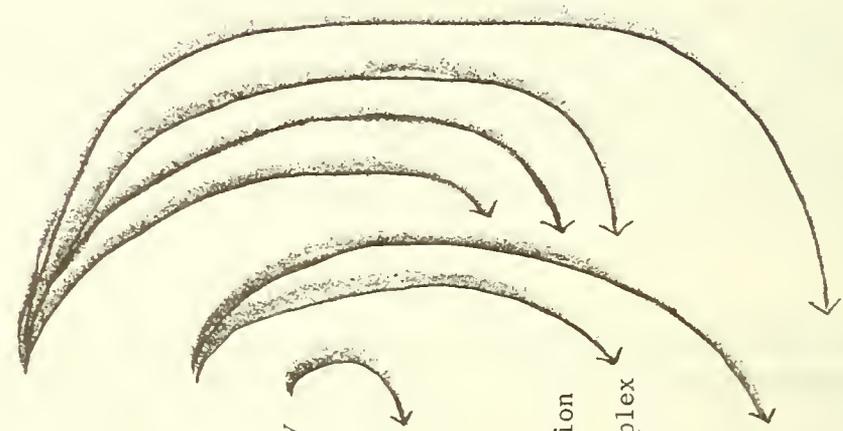
With the completion of these plans, the main exhibits in the central and lower parts of the Zoo will be sufficiently developed for more integrated construction phasing and more accurate cost estimation.

5. Renovation and Repair (\$650,000)

An amount of \$650,000 is needed for the continuing renovation and repair of the heavily used facilities of the present Zoo, taking into consideration the phased development of the whole Zoo. This includes such things as necessary repairs to roofs, utilities, walks, guardrails, fencing, access traffic flow, and the minimal repair and maintenance of heavily visited exhibits until they are replaced in the Master Plan.

NATIONAL ZOOLOGICAL PARK MASTER PLAN SCHEDULE

<u>Fourteen Complexes¹</u> (Forty-one projects)	<u>Necessary</u> <u>Completion</u> <u>Sequence</u>	<u>Target Dates²</u> (Bicentennial: *)	<u>Future Estimated³</u> <u>Funding Needs</u> (,000's)
I Monkey House, Puma House, Panda House		* Completion '75	Funded
II Lion and Tiger Hill		* Completion '76	Funded
III Elephant Yards and Bird House Plaza		* Completion '76	Planning funded Construction '75 2,970
IV General Services and Parking Facility		Planning- site work '75 1st occupancy '77 Completion '78	Schematics funded Planning '75 2,730 Budget authority '76 7,200 Budget authority '77 4,970 Budget authority '78 4,700
V Education and Visitor Center		* Completion '76	Construction '75 (1,500 donation) 3,000
VI Lower Rock Creek Valley		Completion '79	Schematics funded 10,670
VII Beaver Valley		Completion '79	Schematics '75 10,430
VIII Polar Bear Complex		Completion '80	Schematics '75 11,910
IX Giraffe Complex		Completion '80	Schematics '75 10,000
X Reptile House and Elephant House Renovation		Completion '80	2,500
XI Connecticut Avenue Complex		Completion '81	(2,500 est. private participation) 6,100
XII Manatee Complex		Completion '81	6,000
XIII Holt House Area		Completion '82	2,000
XIV North Road Development		Completion '83	<u>14,000</u>
			\$99,180

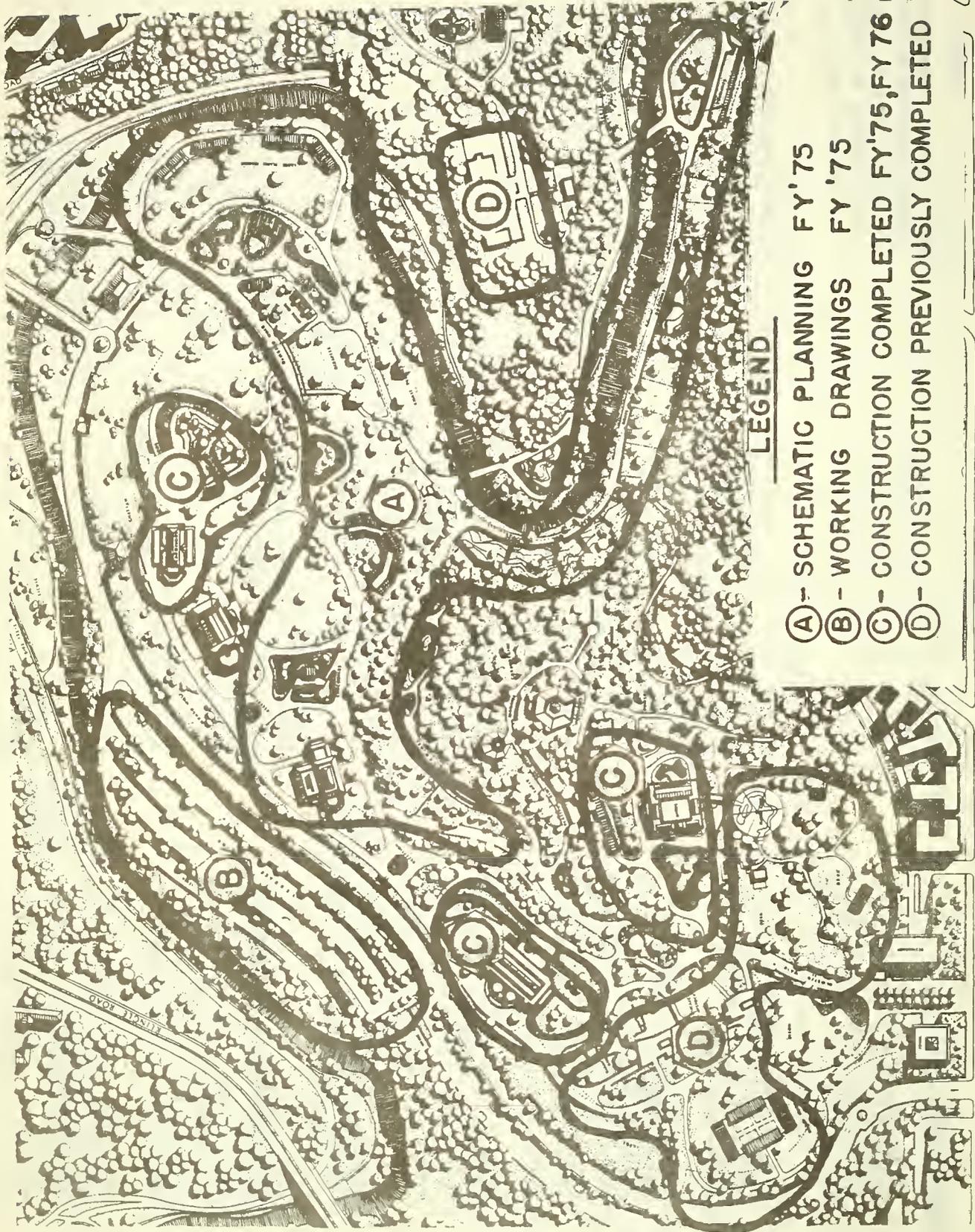


²Target dates: Completion dates achieved by use of construction management staging of design and construction.

³Dollars escalated to estimated 1975 value.

<p>¹<u>Project Composition</u></p>	<p>I <u>Monkey House (1), Puma House (2), Panda House (3)</u> (14 species of monkeys, small and medium cats, giant pandas and assorted species)</p> <p>II <u>Lion and Tiger Hill (4)</u> (Pride of lions, yellow and white tigers)</p> <p>III <u>Elephant Yards (5) and Bird House Plaza (6)</u> (African and Indian elephants, Indian rhinos, pygmy and Nile hippos; crane yards, flamingos, 15 rearing yards, waterfowl ponds, pens)</p> <p>IV <u>General Services Facility (7)</u> (1500 visitor cars; total central support services: visitor health, safety, police center, commissary, buildings service shops, motor pool, central lockers, exhibits production, central supply, trackless trains service)</p> <p>V <u>Education and Visitor Center (8)</u> (Education and visitor services, school group staging area, administration and conservation offices, volunteer and guide services; Humane Society)</p> <p>VI <u>Lower Rock Creek Valley</u> (Bears (9), sheep and goats (10), baboon quarry (11), primate house (12), maned wolf (13), trackless train junction to METRO (14))</p> <p>VII <u>Beaver Valley</u> (Beavers (15), wolves (16), seals and sea lions (17), North American otters (18), penguins (19))</p> <p>VIII <u>Polar Bear Complex</u> (Polar bears (20), Small Mammals House renovation (21), crocodiles and komodo dragon (22), new monkey house (23), monkey island (24))</p> <p>IX <u>Giraffe Complex</u> (Giraffe house and yards (25), main waterfowl pond renovation (26), lesser cats (27), plains animals (28))</p> <p>X <u>Reptile House (29) and Elephant House (30) Renovation</u></p> <p>XI <u>Connecticut Avenue Complex</u> (Restaurant and cafeteria, gift shop (31), main entrance gate and plaza, North American animals (32), parking extension)</p> <p>XII <u>Manatee Complex</u> (Manatee river bank scene (33), kiwi (34), sea otters (35), platypus (36), hawks and owls (37))</p> <p>XIII <u>Holt House Area</u> (Holt House renovation, green house development (38), research and health holding areas, animal nursery (39))</p> <p>XIV <u>North Road Development</u> (North road parking, Klingler Bridge (40), large plains animals (41))</p>
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NATIONAL ZOOLOGICAL PARK



LEGEND

- (A)** - SCHEMATIC PLANNING FY' 75
- (B)** - WORKING DRAWINGS FY '75
- (C)** - CONSTRUCTION COMPLETED FY'75, FY 76
- (D)** - CONSTRUCTION PREVIOUSLY COMPLETED

This is an update of page B-5 of FY 1975 Budget Justification to Congress. Copies have or will be sent to Senate and House.

Mr. Jameson

copies to: Ripley
Brooks
Challinor
Wheeler
Coerr
Schmertz

MUSEUM PROGRAMS AND RELATED RESEARCH
(SPECIAL FOREIGN CURRENCY PROGRAM)

Commitments of funds by Country

	<u>FY 1973 Actual</u>	<u>FY 1974 Estimate</u>	<u>FY 1975 Appropriation Request</u>
Burma.....	0	\$12,000	\$12,000
Egypt.....	\$852,000	1,387,000 ^{/1}	1,862,000 ^{/1}
Guinea.....	0	2,000	8,000
India.....	1,440,000	1,238,000	976,000
Morocco.....	183,000	0	0
Pakistan.....	71,000	363,000	427,000
Poland.....	255,000	317,000	538,000
Tunisia.....	524,000	699,000	677,000
Yugoslavia.....	<u>392,000</u>	<u>482,000</u>	<u>0</u>
	\$3,717,000	\$4,500,000	\$4,500,000

^{/1} Includes payment to UNESCO of \$1,000,000 equivalent in excess Egyptian pounds for the international campaign to preserve the Nubian monuments.

RESTORATION AND RENOVATION OF BUILDINGS

1973 Appropriation.....\$5,014,000
1974 Appropriation.....\$1,070,000
1975 Estimate.....\$1,325,000

This account is used to fund major repairs, alterations, and improvements of a long-term nature and utility. From time to time, it is used also for construction of minor new temporary and permanent buildings or other facilities. Projects undertaken are in support of research, care and protection of collections, public safety and accommodation, and maintenance of a valuable physical plant and natural areas.

With funds available, the Institution is carrying out several significant projects, including the air conditioning and renovation of the Arts and Industries Building for special Bicentennial use. Continuation funding for certain of these and funding for new projects is sought in the FY 1975 appropriation.

An appropriation of \$1,325,000 is required for the following projects:

1. Mt. Hopkins, Arizona, Observatory power, road, and water improvements	\$200,000
2. National Zoological Park Animal Conservation Center	125,000
3. History and Technology Building and Natural History Building fire control systems	150,000
4. Tropical Research Institute laboratory improvements	75,000
5. Fine Arts and Portrait Galleries storage space and temperature control	35,000
6. Arts and Industries Building renovation	300,000
7. South Yard visitor improvements	300,000
8. Library space improvements	50,000
9. General building and facility repairs and improvements	<u>90,000</u>
Total	\$1,325,000

Mt. Hopkins, Arizona, Observatory Power, Road, and Water System Improvements

An appropriation of \$200,000 is requested to continue the program of power and road improvements and to initiate work on an adequate water system.

Using funds appropriated in FY 1973 and 1974 (a total of \$420,000) the Smithsonian Astrophysical Observatory has undertaken a major phased renovation of the inadequate power system at its Mt. Hopkins, Arizona, Observatory, so that it will serve the rapidly increasing observational potential of the installation, including the needs of the multiple mirror telescope now being fabricated. Plans have been approved by the U. S. Forest Service and work is underway.

The U. S. Army Corps of Engineers is installing an improved electrical power distribution system to the ridge and summit areas of the Mt. Hopkins Observatory. FY 1975 plans are to extend the system into the summit bowl area. In addition, negotiations are proceeding with Citizens Utilities Co. for the construction of a commercial power line from the Amado area in the valley to the ridge area distribution point. Construction of the power line is expected to commence in FY 1974 and will be completed in FY 1975. Construction of a substation at the ridge area distribution point for the commercial power and switchgear for standby generators is planned for FY 1975. The amount of \$100,000 is required in FY 1975 to complete these projects.

U. S. Forest Service approval also has been given to the plans and specifications for improvements to the site access road which extends from the valley to the 7,600 foot ridge area. Improvements to the ridge road and construction of the summit access road will be completed during FY 1974. Plans for FY 1975 include paving of these sections of the road. Repairs and improvements to the more dangerous sections of the Mt. Hopkins access road are being made during FY 1974 and will be continued in FY 1975 and following years. An amount of \$86,000 is requested for this purpose in FY 1975. Through FY 1974 an amount of \$185,000 has been appropriated for this safety and operational need.

Engineering source survey and design of a water supply system from nearby Mt. Wrightson is planned for FY 1975. This system will eliminate the problem of trucking water from the valley up the road to Mt. Hopkins, with attendant high labor cost and road damage from heavy trucking. Plans call for the installation of holding tanks at the summit and the ridge in FY 1975. The amount of \$14,000 is needed for this project in FY 1975. Installation of the water pipe system in FY 1976 is estimated at \$75,000.

National Zoological Park Animal Conservation Center

An appropriation of \$125,000 is sought to make repairs and modifications to the National Zoological Park's Animal Conservation Center.

A ~~4,100~~ 4,100-acre site, the former Beef Cattle Experiment Station at Front Royal, Virginia, was declared excess by the U. S. Department of Agriculture in November 1973. The Smithsonian Institution request for a temporary use permit was granted by the General Services Administration in January 1974, and transfer of the property to the Smithsonian is pending.

The site will be used by the National Zoological Park for breeding endangered wildlife species and for associated research efforts. Space is the most critical resource needed to permit success in assuring survival of precious life forms as their numbers and home habitats disappear. Nucleus breeding groups are being assembled in cooperation with other zoos. A secondary use will be to hold animals displaced temporarily by Master Plan construction at the Zoo, as well as animals obtained in anticipation of construction completions. An additional very practical use is a source for selenium-rich hay needed for animal health.

Because of its past use as an animal facility, almost all of the utilities and structures required by the Zoo are in place. Accommodation of wild animals will require erection of a secure perimeter fence, in several annual increments, modification of existing barns and stables, and normal major repairs, such as replacement of sections of old water and sewer lines. The approximate spending plan for FY 1975 includes building modifications, including caging (\$20,000); major repairs, chiefly water and sewer lines (\$10,000); and fencing and animal containment (\$95,000) for a total of \$125,000.

History and Technology Building and Natural History Building Fire Control Systems

An appropriation of \$150,000 is requested to continue the phased program of installing fire control systems cited in the FY 1974 budget.

The disastrous fire which occurred in the History and Technology Building in September 1970 proved conclusively that fire control systems are a vital element in the protection of the national collections as well as a prime public safety requirement.

A program of incremental installation has been developed to coincide with other work such as repair and construction, the modification or installation of exhibitions, or other space changes. This will reduce installation costs of the fire control systems as well as assure that this work does not interfere unduly with ongoing activities.

The first increment of funds provided in FY 1974 (\$75,000) will provide the basic fire protection data and the installation of systems to meet the highest priority needs of the History and Technology and Natural History Buildings based upon an engineering evaluation. Further installations will be made with the requested \$150,000.

Tropical Research Institute Laboratory Improvements

An appropriation of \$75,000 is sought to develop improved laboratory space at the Smithsonian Tropical Research Institute (STRI).

STRI is engaged in basic biological research, primarily in Panama, concerning especially questions of ecology and evolution in the tropics. Present facilities are inadequate. The Tivoli Hotel site (in the Canal Zone but adjacent to the Republic of Panama), recently vacated and made available to STRI, has several important advantages as the headquarters site to include offices for administrative staff and laboratories for staff and visiting researchers. The site has an existing structure, previously used as a kitchen building, suitable for renovation. It is close to the present overcrowded Ancon Building and is convenient for Panamanian students.

With funds available, work has begun at the site to make preliminary repairs to the exterior masonry and roof and to install initial electrical and plumbing facilities in portions of the building.

The FY 1975 budget amount of \$75,000 will be used to continue the renovation of the kitchen building, including the installation of air conditioning and laboratory cabinets.

Fine Arts and Portrait Galleries Storage Space and Temperature Control

Funding of \$35,000 will permit development of storage space and the installation of temperature control systems in an employee area of the Fine Arts and Portrait Galleries Building.

The National Collection of Fine Arts and the National Portrait Gallery are in need of additional storage space for shipping crates. At present, much needed public and work areas are being used for this purpose. The development of storage space in an existing vault under the courtyard, to include waterproofing, painting, lighting, and door installation, would solve an immediate problem and free currently used space to be utilized for its intended purposes.

It is also important to provide heating and air conditioning to approximately 12 rooms now housing employees located in a basement area. This area is used for locker rooms, shops, and other purposes. Currently fans and electric heaters are being used to provide some relief from uncomfortable temperatures.

Arts and Industries Building Renovation

The FY 1973 appropriation provided \$3,355,000 for the major portion of the restoration and improvement of the Arts and Industries Building and for recreating the 1876 appearance of the rotunda and four main exhibition halls. The major improvements include the opening of the west entrance to the building, replacing obsolete and inadequate electrical and utilities systems, installing heating, ventilation and air conditioning systems, the installation of public and staff rest rooms, and related demolition and restoration incidental to the accomplishment of the project objectives.

The contract work for this portion of the project is expected to start in January 1974 with the expectation that exhibits installation can begin in 1975 for a major presentation, titled Centennial - 1876 which has been included in the President's Bicentennial Program. The funding for this special exhibition is included in the Institution's Bicentennial budget request.

An additional appropriation of \$300,000 is requested to accomplish some additional improvements which are important to the functioning of the building and to protect the structure and interior finishes from weather damage. This additional work includes: replacement and repair of badly deteriorated window frames and sashes in the rotunda and the four major halls, essential in protecting the new exhibits to be installed in those areas; installation of an elevator to improve movement of visitors and especially the handicapped to the second floor of the building; the improvement of the building's east grounds to esthetic comparability with adjacent park areas; and the installation of insulation and new roofing on critical parts of the building.

South Yard Improvements

Funding of \$300,000 will permit initial improvements for public use of the "South Yard," the area bounded by the original Smithsonian Building, the Arts and Industries Building, the Freer Gallery of Art, and Independence Avenue.

The long-range development of the "South Yard" will require more intensive study and planning development for future accomplishment. The \$300,000 requested is for the first phase of this long-range project and will include the removal of some existing roadways and parking areas, the demolition of the temporary structures in this area following the relocation of the present activities to other quarters, removal of bases supporting the missiles presently on exhibit, certain landscape improvements, and revised surface treatments to achieve the initial development of a Victorian garden. The major portion of this work is planned to remain in place and will be extended as future development of the "South Yard" concept progresses.

The accomplishment of this initial phase will substantially upgrade the appearance and use of this valuable area and will create an inviting, restful area for Bicentennial visitors.

Library Space Improvements

An appropriation of \$50,000 is needed for library space improvements. In FY 1971 the Smithsonian Institution Libraries began a long-range program of improving the physical conditions of existing areas and of increasing available space by installing decking in all areas where feasible. In FY 1971, \$50,000 was appropriated to deck three adjoining rooms in the Natural History Building (on the north side of the library) and thus create necessary additional operating space. This project was completed in September 1972. In FY 1973, \$60,000 was appropriated to begin a second phase of this program which entailed completing the decking and remodeling of the reading room and central stack areas on the south side of the library corridor. These funds were reprogrammed in FY 1973 to accommodate more urgent priorities. Plans for the completion of the north side of the corridor, as allowed by the reprogramming, are in the final stages.

The third phase of this program will involve extending the present decking (which dates from much earlier construction) on the south side of the corridor and expanding the central stack area, remodeling the reading room, and providing adequate work space for the reference and circulation staff. The central library reading room, reference area, and adjoining stack areas were created in 1963. The user population of the Museum of Natural History building has increased as has the use of this facility by visiting researchers and students in the last ten years. An appropriation of \$50,000 is requested to begin this third phase. These funds will be used to remodel the reading room, including the building of necessary partitions, designing and constructing periodical display shelving, and carpeting and refurbishing the area to accommodate the increased user population.

General Building and Facility Repairs and Improvements

An appropriation of \$90,000 is requested to enable the Institution to respond to repair and improvement needs in its buildings and facilities.

Not including the National Zoological Park (which has its own general repair and renovation fund for its many buildings and acreage), the Smithsonian has eight major museum buildings (ranging in age from new to 125 years old) with a replacement value of several hundred million dollars, many lesser structures used for research and collections management purposes, and several thousand acres of natural preserve land devoted to research and education. Heavy public use of these facilities, general deterioration because of age and weathering, safety requirements, and the occasional need to make improvements or additions to keep pace with program requirements create the need for regular, annual attention. Anticipated needs are budgeted in this account under specific project headings. There is a strong need, however, for funds that will permit planning, engineering, repair, and improvement response to projects arising during the year that cannot be handled within the regular operating budget for buildings maintenance. The requested \$90,000 will be used for these purposes.

CONSTRUCTION
(Liquidation of Contract Authority)

1973 Appropriation.....	\$13,000,000
1974 Appropriation.....	\$17,000,000
1975 Estimate.....	\$10,000,000

Construction of the National Air and Space Museum is well underway. The new museum being built on the site between Fourth Street and Seventh Street, Independence Avenue and Jefferson Drive, as authorized by Public Law 89-509, was 25 percent complete by mid-December 1973. The foundations, most structural steel, and some of the marble facing are already in place. The project is on schedule--estimated to be substantially completed by June 1975, within the authorized funding. At that time, exhibits will be installed for a scheduled public opening on July 4, 1976.

The construction manager system being used (under the supervision of the General Services Administration) is performing very well. The entire project has been divided into 27 construction contract packages. These are: watermain relocation; excavation; marble; structural steel; metal decks; foundations; curtain walls; skylights; roofing and sheetmetal; masonry; mechanical; electrical; elevators and escalators; concrete slabs; painting; fireproofing, insulation, partitions, and acoustics; kitchen and cafeteria equipment; miscellaneous metal; carpentry; spacearium dome; landscaping; auditorium screen; auditorium platform and podium; security gates; special equipment; art storage; and graphics. The first 20 of these contracts have been awarded. Through the spacearium dome contract, \$29,074,914 had been obligated and \$10,038,414 expended through November 1, 1973.

The liquidation of the final \$10,000,000 of contract authority is requested in FY 1975 in order to assure the timely completion of the building for its public opening.

Tab D

APPENDIX

47,440

45,957

SMITHSONIAN INSTITUTION
"Salaries and Expenses"

Report of Obligations by Objects
(In thousands of dollars)

	<u>1973</u> <u>Actual</u>	<u>1974</u> <u>Estimate</u>	<u>1975</u> <u>Estimate</u>	<u>Increase</u> <u>'75 over '74</u>
11 Personnel Compensation.....	32,062	36,836	42,254	5,418
12 Personnel Benefits.....	2,716	3,170	3,659	489
21 Travel & Transportation of Persons.....	554	672	784	112
22 Transportation of Things.....	249	305	329	24
23 Rent, Communications, and Utilities.....	3,390	3,873	5,144	1,271
24 Printing and Reproduction....	602	706	1,511	805
25 Other Services.....	6,471	6,166	8,790	2,624
26 Supplies and Materials.....	2,055	2,381	3,101	720
31 Equipment.....	3,303	3,160	2,785	-375
32 Lands and Structures.....	0	0	0	0
41 Grants.....	1,812	3,022	3,193	171
42 Insurance, Claims, and Indemnities.....	<u>5</u>	<u>0</u>	<u>9</u>	<u>9</u>
Total Obligations.....	53,219	60,291	71,559	11,268
Lapsing.....	<u>14</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Appropriation.....	53,233 ^{/1}	60,291 ^{/2}	71,559 ^{/3}	11,268 ^{/3}

^{/1} This amount includes \$51,633 for Salaries and Expenses and \$1,600 for Science Information Exchange.

^{/2} This amount includes \$58,596 for Salaries and Expenses and \$1,695 for Science Information Exchange. Also includes \$3,203 for pay supplemental.

^{/3} This amount includes \$1,856 for necessary pay and \$1,044 for other uncontrollable increases.

SMITHSONIAN VISITORS
(By fiscal year)

Fiscal Year	Smithsonian Institution Building	Arts and Industries Building	Museum of Natural History	National Air & Space Building	Freer Gallery of Art	Museum of History & Technology	Fine Arts & Portrait Gallery	Renwick Gallery	Total ^{9/}
1961	1,024,526	2,912,371	2,047,973	987,858	130,746	(1)	(3)	(10)	7,103,474
1962	1,222,112	3,471,050	2,113,053	1,986,319	130,597	(1)	(3)	(10)	8,923,131
1963	1,630,280	3,534,182	2,288,397	2,673,618	183,359	(1)	(3)	(10)	10,309,836
1964	1,311,061	2,457,243	2,512,306	1,854,186	168,625	2,509,774 ^{1/}	(3)	(10)	10,813,195 ^{2/}
1965	1,065,635	2,028,175	3,051,472	1,705,683	210,972	5,091,776	(3)	(10)	13,153,713
1966	870,010	1,746,715	2,988,006	1,494,922	222,089	4,829,112	(3)	(10)	12,150,854
1967	1,020,312	1,638,873	3,409,957	1,484,422	212,920	5,546,102	(3)	(10)	13,312,586 ^{4/}
1968	847,176 ^{5/}	1,344,622	3,257,957	1,123,698	169,533	4,750,023	30,888	(10)	11,523,897 ^{7/}
1969	275,259 ^{5/}	1,493,141 ^{6/}	2,916,749	1,225,959	179,374	4,174,071	166,177	(10)	10,430,730 ^{7/}
1970		2,557,155 ^{6/}	3,269,791	1,839,373	217,305	5,483,555	216,523	(10)	13,583,702 ^{8/}
1971	681,255	1,985,732	3,456,755	1,337,445	190,425	5,955,128	194,468	(10)	13,801,208
1972	819,617	2,306,071	3,414,640	1,104,151	230,475	6,808,526	246,657	105,186	15,035,323
1973	807,294	2,285,603	3,306,105	1,223,917	204,858	6,905,339	254,005	165,846	15,152,967

1/ Museum of History and Technology opened January 1964

2/ July-August 1964, certain Smithsonian Institution buildings were open 4:30 to 10 p.m. for the first time.

3/ National Collection of Fine Arts opened May 1968 and the National Portrait Gallery in October 1968.

4/ Reflects the significant decrease in visitors to the Nation's Capital in the first six months of CY 1968 due to unsettled local conditions.

5/ Building closed for renovation October 1968.

6/ Since the first display of the lunar sample in September 1969, visitors to this building have averaged approximately 270,000 per month.

7/ Fiscal year 1969 visitor totals represent the effect of local conditions in late 1968 on visitor attendance. During CY 1969, a total of 12,438,909 visitors came to the Smithsonian, an increase of 25 percent over CY 1968.

8/ Reflects a significant increase of 30 percent in visitors to the Smithsonian's Museums and Galleries.

9/ An additional 5,000,000 visitors to the National Zoological Park annually and 50,000 to the Anacostia Museum are excluded from these totals.

10/ Renwick Gallery opened January 1972.

Financial Report

T. AMES WHEELER, *Treasurer*

FY 1973

IT IS A PLEASURE to report that substantial progress was made in the financial affairs of the Institution in Fiscal Year 1973. Increased federal support was provided for on-going educational, research, and exhibition programs, the construction of the new National Air and Space Museum, and preparation of major exhibitions for the 1976 program for celebration of the Bicentennial of the American Revolution. Support in the form of grants and contracts, gifts and bequests, and other nonfederal-funds income also increased. Additional funds are, however, now urgently needed to meet Institutional commitments toward a number of important projects, notably the reestablishment of the Cooper-Hewitt Museum of Decorative Arts and Design and completion of the land acquisition and building program of the Chesapeake Bay Center for Environmental Studies.

The Institution's revenue-producing activities, representing an important element of our efforts toward "self-help," produced an overall gain for the first time and contributed to the much larger favorable FY 1973 balance in our relatively small but vitally important unrestricted private trust funds. As a part of such efforts we continued to lay the groundwork for a collections-related product development program which, in addition to extending our educational efforts, should soon become an important source of additional financial support.

Overall Sources and Application of Financial Support

Financial affairs of the National Gallery of Art, the John F. Kennedy Center for the Performing Arts, and the Woodrow Wilson International Center for Scholars which are related to, but largely administered independently of the Smithsonian, are not included in this Financial Report. Total financial support from all sources for the Institution, exclusive of those organizations is summarized in Table 1.

TABLE 1.—Overall Sources of Financial Support
[In \$1,000's]

Sources	FY 1970	FY 1971	FY 1972	FY 1973
OPERATING FUNDS				
Federal appropriation:				
Salaries and expenses	\$32,679	\$36,895	\$44,701	\$51,633
Smithsonian Science Infor- mation Exchange	*	*	1,600	1,600
Special Foreign Currency Program	2,316	2,500	3,500	3,500
Subtotal	\$34,995	\$39,395	\$49,801	\$56,733
Research grants and contracts .	10,825*	9,312*	8,088	8,996
Nonfederal funds:				
Gifts (excluding gifts to endowments)				
Restricted purpose	2,290	1,905	2,618	3,107
Unrestricted purpose	18	304**	26**	33**
Income from endowment and current funds investment				
Restricted purpose	999	1,372	1,573	1,736***
Unrestricted purpose	281	330	334	436
Revenue producing activities (gross)				
Less costs and expenses .	2,800	4,706	6,445	8,483
Miscellaneous	(3,841)	(5,240)	(6,586)	(8,313)
Total nonfederal funds .	503	406	548	1,118
Total Operating Support	3,050	3,783	4,958	6,600***
Total Operating Support	\$48,870	\$52,490	\$62,847	\$72,329
CONSTRUCTION FUNDS				
(Federal)				
National Zoological Park	\$ 600	\$ 200	\$ 200	\$ 675
National Air and Space Museum				
Joseph H. Hirshhorn Museum .	-0-	-0-	1,900	40,000****
Restoration and renovation of buildings	3,500	5,200	3,697	-0-
Total Construction Funds	525	1,725	550	5,014
Total Construction Funds	\$ 4,625	\$ 7,125	\$ 6,347	\$45,689

* SSIE funded by NSF contract in FY 1970 (\$1,707,000) to FY 1971 (\$1,400,000) and thereafter by direct federal appropriation.

** Excluding gifts to Associates (included under Revenue Producing Activities).

*** Includes \$225,000 of FY 1973 income transferred from Endowment Fund #3 for this purpose in FY 1972.

****\$13,000,000 in new obligational authority plus \$27,000,000 in contract authority.

TABLE 2.—Source and Application of Funds for Year Ended June 30, 1973
[In \$1,000's]

Funds	Nonfederal funds						
	Federal funds	Total nonfederal funds	Unrestricted		Restricted		Grants and contracts
			General	Revenue producing	Endowment income	Gifts	
FUND BALANCES—							
1 July 1972.....	\$ -0-	\$ 4,888	\$1,781	\$ -0-	\$ 551	\$2,506	\$ 50
FUNDS PROVIDED							
Federal Appropriations.....	\$53,233						
Investment Income.....		\$ 1,947	\$ 436	\$ —	\$1,460	\$ 51	\$ —
Grants and Contracts.....		9,027	—	—	—	—	9,027
Gifts.....		3,297	33	157	72	3,035	—
Sales and Revenue.....		8,948	297	8,319	—	332	—
Less: Cost of Sales.....		(5,207)	—	(5,207)	—	—	—
Other.....		496	77	7	117	295	—
Total Provided.....	\$53,233	\$18,508	\$ 843	\$3,276	\$1,649	\$3,713	\$9,027
Total Available.....	\$53,233	\$23,396	\$2,624	\$3,276	\$2,200	\$6,219	\$9,077
FUNDS APPLIED							
<i>Science:</i>							
Environmental Science.....	\$ 1,201	\$ 1,264	\$ 42	\$ —	\$ —	\$ 165	\$1,057
Natl. Museum of Nat. Hist....	6,277	1,323	3	—	114	160	1,046
Natl. Zoological Park.....	4,057	28	12	—	—	13	3
Fort Pierce Bureau.....	—	1,082	—	—	—	1,082	—
Science Info. Exchange.....	1,600	—	—	—	—	—	—
Smithsonian Astroph. Observatory.....	2,972	5,330	18	—	33	166	5,113
Radiation Biology Lab.....	1,313	100	3	—	21	—	76
Smithsonian Tropical Research Inst.....	947	68	2	—	2	4	60
Interdisciplinary Communications Pgm.....	—	536	—	—	—	26	510
Natl. Air and Space Museum..	1,122	240	4	—	158	10	68
Other Science.....	840	733	37	—	24	55	617
Total.....	20,329	10,704	121	—	352	1,681	8,550
<i>History and Art:</i>							
Natl. Portrait Gallery.....	1,028	31	2	—	—	19	10
Natl. Collection of Fine Arts...	1,361	46	12	—	4	30	—
Freer Gallery.....	177	1,015	—	—	1,015	—	—
Natl. Museum of History and Technology.....	2,858	344	61	—	38	197	48

TABLE 2.—Source and Application of Funds for Year Ended June 30, 1973—Continued
[In \$1,000's]

Funds	Nonfederal funds						
	Federal funds	Total nonfederal funds	Unrestricted		Restricted		Grants and contracts
			General	Revenue producing	Endowment income	Gifts	
Cooper-Hewitt Museum.....	—	417	—	—	—	389	28
Archives of American Art.....	203	135	—	—	—	135	—
Bicentennial of the American Revolution.....	780	—	—	—	—	—	—
Hirshhorn Museum.....	1,125	43	43	—	—	—	—
Other History & Art.....	490	245	2	—	—	143	100
Total.....	8,022	2,276	120	—	1,057	913	186
<i>Public Service:</i>							
<i>Revenue Producing Activities</i>							
Smithsonian Press.....	761	99	—	99	—	—	—
Performing Arts.....	353	472	—	270	—	12	190
Smithsonian Magazine.....	—	1,015	—	1,015	—	—	—
Associates.....	—	671	—	671	—	—	—
Museum Shops.....	—	610	—	610	—	—	—
Other.....	—	407	—	407	—	—	—
Anacostia Museum.....	258	69	22	—	—	18	29
Reading Is Fundamental.....	—	542	—	—	—	542	—
Other Public Service.....	881	63	32	—	—	3	28
Total.....	2,253	3,948	54	3,072	—	575	247
<i>Museum Programs:</i>							
Libraries.....	1,048	4	—	—	—	4	—
Exhibits.....	3,039	52	—	—	—	30	22
Natl. Museum Act Pgms.....	794	—	—	—	—	—	—
Other Museum Programs.....	1,779	50	14	—	—	34	2
Total.....	6,660	106	14	—	—	68	24
<i>Buildings Management and Protection Services:</i>							
Administration.....	3,987	2,822	175	410	106	259	1,872
Overhead Recovered.....	—	(2,772)	(125)	(410)	(106)	(259)	(1,872)
Transfers for Designated Purposes.....	—	90	(59)	204	278	(322)	(11)
Total Funds Applied...	\$53,233	\$17,174	\$ 300	\$3,276	\$1,687	\$2,915	\$8,996
FUND BALANCES—							
30 June 1973.....	\$ —0—	\$ 6,222	\$2,324	\$ —0—	\$ 513	\$3,304	\$ 81

Thus, total support for operating purposes in FY 1973 exceeded \$72 million, up about \$10 million from the previous year. Of this amount, federal appropriations provide 79 percent, research grants and contracts another 12 percent, and the Institution's nonfederal income the remaining 9 percent.

In addition Congress approved construction fund appropriations of \$45,689,000 principally to complete, over a four-year period, the new National Air and Space Museum. Other construction funds will provide for air conditioning and renovation of the 1879 Arts and Industries Building.

The sources and applications of all of these operating funds (excluding construction funds and also excluding the Special Foreign Currency Program) are shown in Table 2.

Federal Operating Funds

As shown in the tables, Smithsonian federal appropriations for operating purposes totaled \$56,733,000, including \$1,600,000 for the Smithsonian Science Information Exchange, a separately incorporated organization, and \$3,500,00 for the Special Foreign Currency Program in the form of blocked currencies of certain foreign countries administered as grants to some 220 U.S. universities and similar institutions to conduct research studies in those countries (see Table 3).

TABLE 3.—*Special Foreign Currency Program, Fiscal Year 1973 Obligations*
[In \$1,000's]

Country	Systematic and environmental					Total
	Archeology	biology	Astrophysics and earth sciences	Museum Programs	Grant adminis- tration	
India	\$1,299.0	\$102.6	\$ 3.4	\$ 21.9	\$17.0	\$1,443.9
Morocco	162.0	19.3	2.2	—	—	183.5
Pakistan	39.8	23.4	1.5	—	—	64.7
Poland	58.1	28.9	69.6	98.8	14.0	269.4
Tunisia	80.5	372.6	2.2	16.0	12.0	483.3
Egypt	730.6	77.6	.1	7.0	6.9	822.2
Yugoslavia	131.0	256.5	4.6	—	2.2	394.3
Burma1	—	—	—	—	.1
Total	\$2,501.1	\$880.9	\$83.6	\$143.7	\$52.1	\$3,661.4*

* Includes unexpended balance of FY 1972 appropriation carried forward for use in FY 1973.

Excluding such special purpose appropriations, federal operating funds of \$51,633,000 were \$6,932,000 greater than in FY 1972. Of this increase, over \$3,500,000 was needed for legislated increases in federal salaries. Nevertheless, the increased federal funds will also provide for continued preparations for the opening of the Hirshhorn Museum, for increased Bicentennial activities, for National Air and Space Museum exhibits and for maintenance, protection and other support areas which will be a high priority in future years' budgets. Allocation of the appropriations for operating purposes (excluding Foreign Currency Program) by broad activity areas over the past several years is shown in Table 4.

Grants and Contracts

Many of the Institution's important research programs are supported by grants and contracts, the major portion of which are from federal agencies; see Table 5. This type of support increased to nearly \$9 million in FY 1973, approximately half of this amount coming from the National Aeronautics and Space Administration for projects of the Smithsonian Astrophysical Observatory, such as satellite tracking, analysis of lunar samples, and the operation of the Mount Hopkins, Arizona, Observatory. The remainder went largely to support a large variety of other scientific projects ranging from study of endemic Asian diseases to ecological studies of the Chesapeake Bay area.

TABLE 4.—*Application of Federal Appropriations, FY 1970 through FY 1973, Excluding Special Foreign Currency Program*
[In \$1,000's]

<i>Area</i>	<i>FY 1970</i>	<i>FY 1971</i>	<i>FY 1972</i>	<i>FY 1973</i>
Science	\$11,761	\$13,495	\$18,365*	\$20,329*
History and Art	5,081	5,878	6,285	8,022
Public Service	1,445	1,442	2,093	2,253
Museum Programs	3,592	3,744	5,881	6,660
Administration	2,733	3,051	3,235	3,987
Building Maintenance and Protection	8,067	9,285	10,442	11,982
Total	<u>\$32,679</u>	<u>\$36,895</u>	<u>\$46,301</u>	<u>\$53,233</u>

* Includes \$1,600,000 for the Science Information Exchange which had been funded prior to 1972 by grants from the National Science Foundation.

TABLE 5.—*Grants and Contracts*
[In \$1,000's]

<i>Federal agencies</i>	<i>FY 1970</i>	<i>FY 1971</i>	<i>FY 1972</i>	<i>FY 1973</i>
Atomic Energy Commission.....	\$ 86	\$ 91	\$ 73	\$ 76
Department of Commerce.....	4	166	392	203
Department of Defense.....	1,103	843	916	969
Department of Health, Education and Welfare.....	447	409	411	306
Department of Interior.....	112	258	247	230
Department of State.....	21	176	195	593
National Aeronautics and Space Administration.....	6,561	4,930	4,605	4,923
National Science Foundation.....	2,246*	2,028*	560	957
Other.....	245	411	689	739
Total.....	\$10,825	\$9,312	\$8,088	\$8,996

* Includes funding for SSIE of \$1,707,000 in FY 1970 and \$1,400,000 in FY 1971.

Private Trust Funds

In addition to federal appropriations and grants and contracts, the Smithsonian also received \$6,600,000 of private funds from gifts (excluding gifts to endowment funds), endowment fund income, revenue-producing activities, concession fees and other miscellaneous sources, as shown in Table 1. While such support has increased in recent years, it is still well below the Institution's goal for achieving a better balance of support from nonfederal sources. This income is, furthermore, largely dedicated to specific restricted purposes as shown in Table 6.

TABLE 6.—*Total Private Funds Income for Fiscal Year 1973*
[In \$1,000's]

<i>Revenue sources</i>	<i>Unrestricted purposes</i>	<i>Restricted purposes</i>	<i>Total</i>
Investments.....	\$ 436	\$1,736*	\$2,172*
Gifts.....	33**	3,107	3,140**
Revenue Producing Activities.....	170	—	170
Concessions and miscellaneous.....	374	744	1,118
Total.....	\$1,013	\$5,587	\$6,600

* Includes \$225,000 of FY 1973 income transferred from Endowment Fund #3 for this purpose in FY 1972.

** Excluding \$157,000 gifts to Associates (included under Revenue Producing Activities) and \$114,000 gifts to Endowment Funds.

Unrestricted Private Funds.—As has been continually emphasized in these reports, a strong and well-balanced position for the Institution's unrestricted private funds is absolutely essential to the maintenance of its unique character among government-related organizations. These funds permit the flexibility of operation and high degree of nonpolitical objectivity which contribute importantly to innovative and lively programs, create special attraction to visitors and donors of collections of objects of national interest, and maintain the Institution's worldwide acceptance in scientific and cultural fields. The attention given by management to strengthening this portion of Smithsonian finances in recent years has resulted in very substantial improvement as shown in the summary of its unrestricted private accounts given in Table 7.

TABLE 7.—*Unrestricted Private Funds*
[In \$1,000's]

	FY 1970	FY 1971	FY 1972	FY 1973
INCOME:				
Investment.....	\$ 323	\$ 334	\$ 334	\$ 436
Gifts.....	18	304	26	33
Concession and Miscellaneous.....	540	215	197	374
Total Income.....	\$ 881	\$ 853	\$ 557	\$ 843
EXPENDITURE:				
Administrative Expense.....	3,256	2,723	2,994	3,242
Less Administrative Recovery.....	2,435	2,254	2,639	2,772
Net Administrative Expense.....	821	469	355	470
Revenue Producing Activities				
Associates— <i>Smithsonian Magazine</i>	(472)	(209)	2	330
—Other.....	(41)	10	74	(43)*
Shops.....	(28)	(80)	19	47
Press.....	(200)	(159)	(111)	(109)
Performing Arts.....	(167)	(78)	(50)	(65)
Product Development.....	—	—	—	69
Other Activities.....	(133)	(18)	(75)	(59)
Total Activities.....	(1,041)	(534)	(141)	170
Total Expenditures.....	1,862	1,003	496	300
Net Gain (Loss).....	(981)	(150)	61	543
ENDING Balance.....	\$1,870	\$1,720	\$1,781	\$2,324

*After charges for portion of Development Office treated as administrative expense in prior years.

From this it may be seen that after gaining a small positive balance in Fiscal Year 1972, Fiscal Year 1973 showed very substantial further improvement. The net gain of \$543,000 for the year raised the unrestricted fund balance to \$2,324,000, moving it a considerable distance toward our goal of restoring unrestricted working capital funds to at least the \$3,000,000 needed to finance more comfortably the advances required for our participation in contract research work, to carry our Museum Shop and publications inventories, and to handle normal financial needs for payrolls, services, and supplies.

Increased investment income, principally from short-term investment of larger advance magazine subscription monies, was a factor in this improved FY 1973 result. Most important to the achievement of the more favorable result for unrestricted funds in FY 1973 was the \$311,000 improvement in the overall results of the revenue-producing activities which for the first time enabled them to make an overall positive contribution to Institutional finances. Additional detail on these activities is shown in Table 8.

Among these activities the most outstanding improvement was shown by the magazine *Smithsonian* which produced a net gain of \$330,000, compared with approximately a break-even performance in FY 1972. The enthusiastic reception given to this publication, which is designed primarily to extend the Institution's educational efforts and build a constituency of interested citizens throughout the Nation, is evidenced by the rapid gain in circulation in FY 1973 which rose from 330,000 National Associate members as of 30 June 1972 to 458,000 as of 30 June 1973.

The increased attention being devoted to our Museum Shops is producing favorable results. The 33 percent gain in sales in FY 1972 was followed by a further 18 percent increase in FY 1973 to \$1,622,000, and net income rose to \$47,000 this year compared to \$19,000 in FY 1972. Planning is now underway for relocation and redesign of some of the Shops and for an up-grading of the type of merchandise handled. Continuing gains are, therefore, expected over the next several years. It is interesting to note that the new guidebook, *Seeing the Smithsonian*, which became available only in June 1973 has obviously met a strong visitor need and is having a distinct impact on the Museum Shop sales.

The first tangible financial results of the new Product Development Program appeared in FY 1973 with advance royalty receipts of \$118,000. This program, which was originated to further the educational efforts of our museums through obtaining closely related merchandise for our Museum Shops, shows great promise not only of accomplishing this objective but also providing substantial and

TABLE 8.—Revenue Producing Activities for Fiscal Year 1973
[In \$1,000's]

Item	Total	Associates						
		Museum shops	Press*	Smithsonian magazine	Other	Per-forming Arts	Product develop-ment	Other**
Sales and Revenues	\$8,319	\$1,622	\$ 81	\$4,731	\$1,104	\$205	\$118	\$458
Less Cost of Sales	5,207	966	97	3,386	633	—	—	125
Gross Income	3,112	656	(16)	1,345	471	205	118	333
Gifts	157	—	—	—	157	—	—	—
Other Income	7	—	6	—	—	—	—	1
Total Income	3,276	656	(10)	1,345	628	205	118	334
Expenses	2,696	484	87	865	610	246	49***	366
Income (loss) before charge for administrative costs	580	172	(97)	480	18	(41)	69	(21)
Less Administrative Costs	410	125	12	150	61	24	—	38
NET INCOME (loss)	\$ 170	\$ 47	\$(109)	\$ 330	\$ (43)****	\$(65)	\$ 69	\$(59)

* The privately funded activities of the Press as opposed to the federally supported publication of research papers.

** Includes Traveling Exhibitions, Belmont Conference Center, Photo Sales, and the "Commons" Restaurant.

*** This includes a transfer of \$34,000 to Smithsonian bureaus participating in this program.

**** After charges for portion of Development Office treated as administrative expense in prior years.

increasing income in future years. Agreement was reached during FY 1973 with the Tonka Corporation, a leading U.S. toy manufacturer, under which that corporation will manufacture and sell, in close coordination with the Smithsonian, a line of museum-related products, the first of which should appear in the spring of 1974. Somewhat similar arrangements with CBS/Education & Publication Group led to the publication of the new Smithsonian guidebook, now being sold in large numbers both in our Museum Shops and outside the Institution. A reprinting of the guidebook, including four foreign-language translations, is expected in October 1973. Similar agreements with manufacturers in a number of other product fields are now under consideration. Great care is being taken in these efforts to insure strict standards of quality, authenticity,

and good taste in all phases of the products' design, manufacture, promotion, and sale.

Additional "self-help" efforts include a variety of other undertakings from the attractive new Smithsonian-McGraw Hill Bookstore in the National Museum of History and Technology and the inauguration of modest parking fees at the National Zoological Park to audiophone museum guidance operations, catalogue publishing, and the sale of photographic slides and "first-day covers" of historic events in aviation history. The Bookstore, opened in June 1972, completed a successful first year in FY 1973. The operation of the parking-fee facilities at the Zoo begun in April 1973 is handled by the Friends of the National Zoo, who also operate the Zoo shops and mobile train service, under an agreement whereby they direct a portion of the net receipts to new educational programs at the Zoo with the remaining portion of these net receipts being reserved by the Institution toward improving and enlarging Zoo parking facilities in the future in a manner designed eventually to make available an additional 12 acres of park area for animal care.

These growing Smithsonian efforts appear to promise greater success in the future in bolstering private funding to a somewhat better balance with our federal support. There is, nevertheless, a real need for an increase also in donations from corporations, foundations, and individuals and a need to build a nationwide constituency of interest in and support for this national institution. This is a major purpose of our National Associates organization.

Restricted Private Funds.—Funds made available to the Institution for specific purposes, largely from gifts or from income of endowment funds previously dedicated to such purposes, are also of great importance. In some cases, such as the Freer Gallery of Art, the Cooper-Hewitt Museum, and the Fort Pierce Bureau, private restricted funds provide all or the greatest share of their support. All of the land of the Chesapeake Bay Center has been acquired either by direct gift or purchased with private funds donated for this purpose. Hundreds of separate accounts are maintained for funds dedicated to a tremendous variety of similar purposes. The largest of these are given in Table 9.

As may be noted, gifts provided \$3,107,000 of this total restricted purpose income, up from \$2,618,000 in the previous year. Endowment fund income added \$1,736,000, with another \$744,000 coming from membership fees, rentals, sales of publications, museum shops, etc.

TABLE 9.—*Restricted Private Funds, Fiscal Year 1973*
[In \$1,000's]

Bureau	Income				Deductions	Net increase (decrease)	Fund balance end of year
	Investment	Gifts	Miscellaneous	Total income			
Freer Gallery.....	\$ 862	\$ 72	\$111	\$1,045	\$1,016	\$ 29	\$ 149
Fort Pierce Bureau.....	483*	297	—	780*	1,082	(302)	(43)
CBCES Land Acquisition Program.....	—	100	49	149	125	24	155
Cooper-Hewitt Museum							
Operations.....	51	33	35	119	216	(97)	(115)
Funds for Collection.....	—	—	181	181	—	181	249
Special Purpose Funds.....	—	176	—	176	28	148	197
Building Renovation.....	—	106	—	106	159	(53)	885
Reading is Fundamental.....	—	1,189	—	1,189	542	647	712
Anacostia Museum.....	—	4	—	4	18	(14)	12
Archives of American Art.....	6	15	221	242	135	107	193
Other.....	334	1,115	147	1,596	1,281	315	1,422
Total Restricted Funds.	\$1,736*	\$3,107	\$744	\$5,587*	\$4,602	\$ 985	\$3,816

* Includes \$225,000 of FY 1972 income transferred from Endowment Fund #3 for this purpose in FY 1972.

Adoption of the Total Return Concept of Income for all endowment funds (see below) this year raised the Freer Gallery income substantially and enabled it to increase collection purchases and still operate within its resources. The exceptionally large expenditures of the Fort Pierce Bureau, met in part from an additional contribution of approximately \$300,000, reflected continued work to complete the tender ship, R/V *Johnson*.

Two important operations which are dependent largely upon restricted funds are in urgent need of greater support. The land acquisition program at Chesapeake Bay Center benefited by another \$100,000 donation from the A. W. Mellon Foundation but another \$500,000 will still be required to complete this land purchase program, and still more funds are needed for conference and study buildings at that location. And the Cooper-Hewitt Museum in New York City, although adding to its building renovation and collection purchase funds in FY 1973, ran an operating deficit of \$97,000 even at its present minimal "holding" level when certain expected contributions did not materialize by year-end.

The Archives of American Art, which like the Freer Gallery and Anacostia Museum also receives some federal funds support, devel-

oped a healthy private funds surplus in FY 73 as the result of a mounting membership campaign and other successful fund-raising efforts. Reading is Fundamental has now been incorporated as a separate organization although it will continue to operate in close association with the Smithsonian.

Endowment Funds

The Institution has three endowment funds as follows: The Freer Fund is dedicated entirely to the operation of the Freer Gallery of Art; Endowment Fund No. 3 supports research work in underwater oceanography at the Fort Pierce Bureau in Florida; the Consolidated Fund includes all other endowment funds both for restricted and unrestricted purposes, with investments of the fund being pooled for investment purposes, although maintained separately for accounting and administrative purposes.

Changes in market values of endowment funds since 1960, reflecting additions from donations, reinvestment of income, and changes in securities valuations are shown in Table 10.

TABLE 10.—*Market Values of Endowment Funds*
[In \$1,000's]

<i>Fund</i>	6/30/60	6/30/65	6/30/70	6/30/71	6/30/72	6/30/73
Freer Fund.....	\$13,389	\$17,276	\$14,987	\$18,805	\$21,973	\$18,279
Endowment Fund						
No. 3.....	—	—	5,433	12,331	14,641	13,196
Consolidated Fund..	4,498	7,853	8,998	11,470	13,287	12,393
Total.....	\$17,887	\$25,129	\$29,418	\$42,606	\$49,901	\$43,868

The policies and procedures governing the management of our endowment funds and other investment accounts were outlined in full in the financial reports of the past two years. In brief, they include the delegation of the investment management to three professional advisory firms, with full discretion to act, subject to policies adopted by the Board of Regents and to continual close monitoring by the Investment Policy Committee and the Treasurer. In addition, the principles of the Total Return Concept of investment are followed as to the establishment of investment goals and the deter-

mination of annual income. Such income has been set at 4½ percent of the latest running five-year average of market values of the funds as of March 31st of each year.

Fiscal Year 1973 was a difficult one from the standpoint of financial management and all of the Institution's funds suffered a decline in values as the result of the general fall in stock prices. Results for the past year of these funds is shown in Table 11.

TABLE 11.—Changes in Endowment Funds, Fiscal Year 1973

<i>Fund</i>	<i>Market Value 6/30/72</i>	<i>Gifts and Transfers</i>	<i>Interest and Dividends*</i>	<i>Income Paid Out</i>	<i>Sub-total</i>	<i>Decline in Market Value</i>	<i>Market Value 6/30/73</i>
Freer Fund.....	\$21,973	\$ —	\$ 611	\$ 862	\$21,722	\$3,443	\$18,279
Endowment Fund							
No. 3.....	14,641	—	149	258	14,532	1,336	13,196
Consolidated							
Fund.....	13,287	197	384	531	13,337	944	12,393
Total.....	<u>\$49,901</u>	<u>\$197</u>	<u>\$1,144</u>	<u>\$1,651</u>	<u>\$49,591</u>	<u>\$5,723</u>	<u>\$43,868</u>

* Income earned less managers' fees.

The decline in the value of the funds due to the fall in security values alone during the past fiscal year was greater than that shown by the more widely recognized stock market averages but for the past two-year period as a whole has been closely comparable to those averages.

Additions to the Consolidated Fund during the year included \$114,000 from bequests and gifts and also \$83,000 of transfers of income for reinvestment in accordance with terms of certain bequests. Income paid out, as determined by Total Return policies mentioned above, amounted to \$1,651,000 in FY 1973. Such income will increase further in FY 1974, principally in Endowment Fund No. 3. A listing of the individual investments held in the various endowment funds may be obtained upon request to the Treasurer of the Institution.

TABLE 12.—*Consolidated Fund, 30 June 1973*

<i>Funds participating in pool</i>	<i>Principal</i>		<i>Income</i>	
	<i>Book value</i>	<i>Market value</i>	<i>1973 Net income</i>	<i>Unexpended balance</i>
UNRESTRICTED FUNDS	\$ 4,639,163	\$ 4,652,782	\$199,492	\$ —
RESTRICTED FUNDS...				
Abbott, William L.....	216,712	234,315	9,969	2,743
Archives of American Art...	22,687	23,880	1,045	—
Armstrong, Edwin James...	4,030	3,780	156	—
Arthur, James.....	65,778	87,655	3,835	12,245
Bacon, Virginia Purdy.....	188,587	182,869	7,780	18,668
Baird, Spencer Fullerton....	60,297	78,355	3,429	1,716
Barney, Alice Pike.....	47,172	62,814	2,748	4,337
Barstow, Frederic D.....	2,078	2,244	95	1,697
Batchelor, Emma E.....	68,746	65,175	2,773	2,890
Becker, George F.....	324,078	316,512	13,466	15,733
Brown, Roland W.....	53,545	59,908	2,621	5,956
Canfield, Frederick A.....	62,938	96,576	4,226	—
Casey, Thomas Lincoln....	26,066	28,228	1,201	480
Chamberlain, Frances Lea..	46,315	61,676	2,699	4,769
Cooper, G. Arthur, Curator's Fund.....	2,459	2,323	91	—
Cooper-Hewitt Museum....	162,948	151,628	6,569	—
Desautels, Paul E.....	1,550	1,752	—	—
Div. of Mammal Curator Fund.....	3,507	3,582	157	384
Div. of Reptiles Curator Fund.....	576	614	27	106
Drake, Carl J.....	288,675	282,264	12,168	19,564
Dykes, Charles.....	89,521	96,903	4,123	7,803
Eickemeyer, Florence Brevoort.....	17,877	23,797	1,041	4,307
Guggenheim, David and Florence.....	220,842	197,277	7,609	—
Hanson, Martin Gustav and Caroline Runice.....	18,486	20,010	851	9,346
Hillyer, Virgil.....	13,668	14,803	630	7,090
Hitchcock, Albert S.....	2,596	3,511	154	188
Hrdlicka, Ales and Marie...	99,864	109,127	4,775	1,578
Hughes, Bruce.....	31,481	41,971	1,836	22,929
Johnson, E. R. Fenimore...	16,663	14,815	630	4,010
Kellogg, Remington, Memorial.....	48,774	42,324	1,375	1,213
Lindsey, Jessie H.....	610	617	27	243

TABLE 12.—*Consolidated Fund, 30 June 1973—Continued*

<i>Funds participating in pool</i>	<i>Principal</i>		<i>Income</i>	
	<i>Book value</i>	<i>Market value</i>	<i>1973 Net income</i>	<i>Unexpended balance</i>
Loeb, Morris	181,675	198,453	8,443	422
Long, Annette E. and Edith C.	894	1,222	53	412
Lyons, Marcus Ward	8,941	7,999	340	—
Maxwell, Mary E.	32,260	43,003	1,882	7,901
Myer, Catherine Walden	42,014	45,483	1,935	4,303
Nelson, Edward William	39,138	48,697	2,131	—
Noyes, Frank B.	2,023	2,292	98	1,126
Pell, Cornelia Livingston	15,434	16,791	714	5,030
Petrocelli, Joseph, Memorial. Rathbun, Richard, Memorial	12,192	16,312	714	8,064
22,139	24,058	1,024	10,762	
Ramsey, Adm. and Mrs. DeWitt Clinton	534,704	478,129	21,523	324
Reid, Addison T.	36,984	40,032	1,703	2,611
Roebing Collection	198,501	263,061	11,511	1,239
Roebing Solar Research	51,220	51,726	2,201	—
Rollins, Miriam and William	304,922	362,825	15,641	—
Ruef, Bertha M.	65,716	57,557	1,272	1,272
Smithsonian Agency Account	168,734	149,990	5,679	—
Sprague, Joseph White	2,217,248	2,182,979	94,106	43,169
Springer, Frank	29,494	39,255	1,718	20,044
Stevenson, John A.	9,925	10,665	467	—
Strong, Julia D.	20,810	22,607	962	3,457
T. F.H. Publications, Inc.	8,967	7,280	310	12,221
Walcott, Charles D.	195,201	226,947	9,783	6,730
Walcott, Charles D. and Mary Vaux	756,802	1,007,176	44,071	10,532
Walcott Botanical Publica- tions	95,190	122,177	5,346	1,223
Zerbee, Francis Brinckle	1,561	2,064	90	1,634
Total Restricted Funds	\$ 7,261,814	\$ 7,740,085	\$331,823	\$292,471
Total Consolidated Funds	\$11,900,977	\$12,392,867	\$531,315	\$292,471

TABLE 13.—*Endowment and Similar Funds Summary of Investments*

<i>Funds</i>	<i>Book value 6/30/73</i>	<i>Market value 6/30/73</i>
INVESTMENT ACCOUNTS		
Freer Fund:		
Cash.....	\$ 60,958	\$ 60,958
Bonds.....	3,564,934	3,604,385
Convertible Bonds.....	1,784,133	1,658,362
Stocks.....	11,764,610	12,955,449
Total.....	\$17,174,635	\$18,279,154
Consolidated Funds:		
Cash.....	\$ 43,873	\$ 43,873
Bonds.....	2,929,742	2,923,584
Convertible Bonds.....	—0—	—0—
Stocks.....	8,927,362	9,425,410
Total.....	\$11,900,977	\$12,392,867
Endowment Fund No. 3:		
Cash.....	\$ 254,522	\$ 254,522
Bonds.....	5,738,342	6,502,133
Convertible Bonds.....	112,000	80,000
Stocks.....	6,432,317	6,358,898
Total.....	\$12,537,181	\$13,195,553
Miscellaneous:		
Bonds.....	\$ 10,063	\$ 10,412
Common Stocks.....	3,322	11,509
Total.....	\$ 13,385	\$ 21,921
TOTAL INVESTMENT ACCOUNTS.....	\$41,626,178	\$43,889,495
OTHER ACCOUNTS		
Notes Receivable.....	\$ 51,486	\$ 51,486
Loan to U. S. Treasury in perpetuity.....	1,000,000	1,000,000
Total Other Accounts.....	\$ 1,051,486	\$ 1,051,486
TOTAL ENDOWMENT AND SIMILAR FUND BALANCES . . .	\$42,677,664	\$44,940,981

Accounting and Auditing

The private finances of the Institution are regularly audited by independent public accountants. Accounts of the Smithsonian Science Information Exchange and the Smithsonian Research Founda-

tion are also audited regularly in this same manner. All accounts relating to grant and contract monies received from federal agencies are audited annually by the Defense Contract Audit Agency. Federally appropriated funds are subject to occasional audit by the General Accounting Office. In addition, our internal audit staff, which has been strengthened considerably in the past two years, performs continuous audits on a wide range of operations of the Institution. Such audits are particularly helpful in bringing about improved administrative practices.

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Ogden Marine, Inc.	U. S. News & World Report
Mr. Israel Orr	Mrs. Velma P. Watts
Ove Arup & Partners	Mr. and Mrs. H. Westcott
Overseas Bulktank Corporation	West Point Pepperell
Propeller Club of U. S., Port of Detroit	Wyeth Endowment for American Art
Propeller Club of U. S., Port of New Orleans	

We also gratefully acknowledge other contributions in the amount of \$115,187.87 received from 5,038 persons during 1973.

PEAT, MARWICK, MITCHELL & CO.

CERTIFIED PUBLIC ACCOUNTANTS,
1025 CONNECTICUT AVENUE, N. W.
WASHINGTON, D.C. 20036

*The Board of Regents
Smithsonian Institution:*

We have examined the balance sheet of the Private Funds of Smithsonian Institution as of June 30, 1973 and the related statements of changes in fund balances for the year then ended. Such statements do not include the accounts of the National Gallery of Art, the John F. Kennedy Center for the Performing Arts, nor other departments, bureaus and operations administered by the Institution under Federal appropriations. Our examination was made in accordance with generally accepted auditing standards, and accordingly included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances.

In our opinion, the aforementioned statements present fairly the financial position of the Private Funds of Smithsonian Institution at June 30, 1973, and the changes in its fund balances for the year then ended, in conformity with generally accepted accounting principles applied on a basis consistent with that of the preceding year.

PEAT, MARWICK, MITCHELL & Co.

September 19, 1973

SMITHSONIAN INSTITUTION
PRIVATE FUNDS

Balance Sheet, June 30, 1973

(With comparative figures for 1972)

	<i>Assets</i>	
	<i>1973</i>	<i>1972</i>
CURRENT FUNDS:		
Cash:		
In U. S. Treasury	\$ 293,324	172,821
In banks and on hand	413,499	290,917
Total cash	706,823	463,738
Investments, at cost (market value \$6,078,226; \$4,149,530 in 1972) (note 1)	6,223,305	4,186,224
Receivables:		
Accounts	935,486	774,332
Advances—travel and other	172,568	160,106
Reimbursements—grants and contracts	1,061,872	986,797
	2,169,926	1,921,235
Inventories, at lower of average cost or net real- izable value	602,254	567,210
Prepaid expenses	456,659	114,047
Deferred magazine expenses (note 1)	769,670	749,226
Equipment (less accumulated depreciation of \$303,385; \$189,804 in 1972) (notes 1 and 3)	328,107	408,211
Total current funds	\$11,256,744	8,409,891
ENDOWMENT AND SIMILAR FUNDS (notes 1 and 2):		
Cash	359,353	1,299,088
Notes receivable	51,486	95,316
Investments—at cost (market value \$43,530,142; \$48,629,718 in 1972)	41,266,827	32,273,457
Loan to U. S. Treasury in perpetuity	1,000,000	1,000,000
Total endowment and similar funds	\$42,677,666	34,667,861
REAL ESTATE ACQUISITION FUND (note 5):		
Real estate, at cost or appraised value at date of gift (note 1)	3,471,825	3,326,956
Total real estate acquisition fund	\$ 3,471,825	3,326,956

See accompanying notes to financial statements.

SMITHSONIAN INSTITUTION
PRIVATE FUNDS

Balance Sheet, June 30, 1973

(With comparative figures for 1972)

Liabilities and Fund Balances

	1973	1972
CURRENT FUNDS:		
Note payable (note 3).....	\$ 295,761	383,691
Accounts payable.....	875,716	421,213
Accrued liabilities.....	825,949	669,065
Deferred income:		
Magazine subscriptions.....	2,746,892	1,931,311
Other.....	290,560	117,019
Total liabilities.....	5,034,878	3,522,299
Fund balances:		
Unrestricted.....	2,323,958	1,781,105
Restricted:		
Unexpended income from endowments.....	512,895	550,580
Gifts.....	3,304,054	2,505,906
Grants and contracts.....	80,959	50,001
Total fund balances.....	6,221,866	4,887,592
Total current funds.....	\$11,256,744	8,409,891
ENDOWMENT AND SIMILAR FUNDS:		
Fund balances:		
Endowment funds.....	36,913,730	29,320,809
Funds functioning as endowment.....	5,763,936	5,347,052
Total endowment and similar funds.....	\$42,677,666	34,667,861
REAL ESTATE ACQUISITION FUND:		
Mortgage notes payable (note 4).....	432,534	353,138
Fund balance.....	3,039,291	2,973,818
Total real estate acquisition fund.....	\$ 3,471,825	3,326,956

SMITHSONIAN INSTITUTION
PRIVATE FUNDS

Statement of Changes in Current Fund Balances
Year ended June 30, 1973

	<i>Unrestricted funds</i>			<i>Restricted funds</i>		
	<i>Total</i>	<i>General</i>	<i>Activities</i>	<i>Income from endowments</i>	<i>Gifts</i>	<i>Grants and contracts</i>
REVENUE AND OTHER ADDITIONS:						
Net sales	\$ 8,704,654	\$ 68,242	\$8,318,992	—	\$ 317,420	—
Less cost of goods sold	5,206,784	—	5,206,784	—	—	—
Gross profit	3,497,870	68,242	3,112,208	—	317,420	—
Grants and contracts, net	9,027,076	—	—	—	—	9,027,076
Investment return from endowment and similar funds:						
Investment income	1,211,762	176,244	—	1,035,518	—	—
Portion of investment gain appropriated (note 2)	506,769	82,463	—	424,306	—	—
Total investment return from endowment and similar funds	1,718,531	258,707	—	1,459,824	—	—
Other investment income	228,043	177,210	—	—	50,833	—
Gifts, bequests and foundation grants	3,296,958	32,697	157,089	72,004	3,035,168	—
Rental and commissions	243,184	229,149	—	—	14,035	—
Other	495,476	76,744	6,687	116,805	295,240	—
Total revenue and other additions	18,507,138	842,749	3,275,984	1,648,633	3,712,696	9,027,075
EXPENDITURES AND OTHER DEDUCTIONS:						
Salary and benefits	10,233,027	2,494,621	1,777,108	488,246	1,131,469	4,341,583
Purchases for collection	390,888	22,759	—	279,183	70,054	18,892
Travel and transportation	698,166	63,749	49,775	58,520	145,820	380,302
Equipment and facilities	822,883	182,338	54,759	26,104	92,949	466,733
Supplies and materials	1,116,006	73,501	106,718	74,860	406,394	454,533
Rent and utilities	100,905	29,350	5,634	—	21,215	44,706
Communications	139,966	59,960	20,274	69	14,997	44,666
Contractual services	3,615,593	204,077	557,970	375,890	1,094,031	1,383,625
Promotion and advertising	70,389	—	70,389	—	—	—
Depreciation	19,990	—	19,990	—	—	—
Administrative expenditures	(125,000)	(2,771,674)	409,400	106,241	259,218	1,871,815
Total expenditures and other deductions	17,082,813	358,681	3,072,017	1,409,113	3,236,147	9,006,855
Excess of revenue and other additions over expenditures and other deductions	1,424,325	484,068	203,967	239,520	476,549	20,221
TRANSFERS:						
Real estate acquisition fund	(65,473)	—	—	—	(65,473)	—
Donor designated endowment	(5,500)	—	—	—	(5,500)	—
Income added to endowment principal	(66,350)	—	—	(66,350)	—	—
Cost sharing—grants and contracts	—	(7,816)	—	—	(15,856)	23,672
For designated purposes	(21,128)	(102,964)	(34,402)	(279,255)	408,428	(12,935)
Endowment appropriated	68,400	—	—	68,400	—	—
From activities to general funds	—	169,565	(169,565)	—	—	—
Total transfers	(90,051)	58,785	(203,967)	(277,205)	321,599	10,737
Net increase (decrease) in fund balances	1,334,274	542,853	—	(37,685)	798,148	30,958
Fund balances at June 30, 1972	4,887,592	1,781,105	—	550,580	2,505,906	50,001
Fund balances at June 30, 1973	\$ 6,221,866	\$ 2,323,958	—	\$ 512,895	\$3,304,054	\$ 80,959

See accompanying notes to financial statements.

SMITHSONIAN INSTITUTION
PRIVATE FUNDS

Statement of Changes in Endowment and Similar Fund Balances
Year ended June 30, 1973

	<i>Total</i>	<i>Endowment funds</i>			<i>Funds functioning as endowment</i>
		<i>Total</i>	<i>Freer</i>	<i>Other</i>	
REVENUES AND OTHER ADDITIONS:					
Investment return:					
Realized gain on investment	\$ 8,383,058	7,971,017	1,978,319	5,992,698	412,041
Less portion of investment gain appropriated to current funds	506,769	424,306	250,805	173,501	82,463
Net gain added to principal	7,876,289	7,546,711	1,727,514	5,819,197	329,578
Gifts and bequests	108,938	42,760	—	42,760	66,178
Total revenues and other additions	7,985,227	7,589,471	1,727,514	5,861,957	395,756
TRANSFERS:					
Donor design endowment fund	5,500	5,500	—	5,500	—
Income added to principal	66,350	66,350	—	66,350	—
Designated purposes	21,128	—	—	—	21,128
Endowment appropriated	(68,400)	(68,400)	—	(68,400)	—
Total transfers	24,578	3,450	—	3,450	21,128
Net increase for the year	8,009,805	7,592,921	1,727,514	5,865,407	416,884
Fund balances at June 30, 1972	34,667,861	29,320,809	15,447,121	13,873,688	5,347,052
Fund balances at June 30, 1973	\$42,677,666	36,913,730	17,174,635	19,739,095	5,763,936

See accompanying notes to financial statements.

SMITHSONIAN INSTITUTION
PRIVATE FUNDS

Statement of Changes in Real Estate Acquisition Fund Balance
Year ended June 30, 1973

Fund balance at June 30, 1972, as previously reported	\$1,973,818
Adjustment—to record gift funds received for the acquisition of Freer Gallery of Art building (note 1)	1,000,000
Fund balances at June 30, 1972, as adjusted	2,973,818
Transfer from gift funds—land acquisition:	
Chesapeake Bay Center	\$78,104
Hillwood Estate	10 78,114
Transfers to gift funds—land sales—Chesapeake Bay Center	(12,641)
Fund balance at June 30, 1973	\$3,039,291

See accompanying notes to financial statements.

SMITHSONIAN INSTITUTION
PRIVATE FUNDS

Notes to Financial Statements
June 30, 1973

I. Summary of Significant Accounting Policies

- a. The accompanying financial statements have been prepared on the accrual method of accounting, except that:
- (1) No liability is reflected for annual leave earned by employees but not taken (approximately \$200,000 at June 30, 1973).
 - (2) Investments are stated at cost or market value at date of gift. Bond premiums and discounts are not being amortized.
 - (3) Interest income is not accrued on endowment and similar fund investments.

The aggregate effect of the above accounting policies, which are commonly followed by not-for-profit organizations, is estimated not to have a material effect on the accompanying financial statements.

- b. The accounts of the Institution are maintained in accordance with the principles of "fund accounting" whereby resources are classified into funds in accordance with activities or objectives specified.

Restricted funds may only be utilized in accordance with the purposes established by the source of such funds and are in contrast with unrestricted funds over which the Institution retains full control to use in achieving any of its institutional purposes.

Endowment funds are subject to the restrictions of gift instruments and are not wholly expendable on a current basis. Funds functioning as endowment have been established by the governing board for the same purposes as endowment funds, any portion of such funds may be expended on a current basis.

- c. Subscription income and promotional expenses in respect to the Institution's magazine are deferred and taken into income and expense over the subscription period.

- d. Fixed assets are recorded as follows:

Museum shop and computer equipment—those purchased with private funds are capitalized in the current fund.

Land and buildings—those acquired by gift or by use of gift funds are recorded in the real estate acquisition fund at cost or appraised value at date of gift, except for gifts of certain islands in the Chesapeake Bay, Carnegie Mansion, and Hillwood Estate, which have been recorded at nominal values. Gift funds in the amount of \$1,000,000 received toward the acquisition of the Freer Gallery of Art were not recorded in the real estate acquisition fund when received in 1916. In order to reflect land and buildings on a consistent basis, the prior years' financial statements have been restated to reflect such amount in the real estate account. All other land and buildings (principally acquired with federal funds) and furniture, equipment, works of art, living or other specimens are not reflected in the accompanying financial statements.

Museum shops and computer equipment are depreciated on a straight-line

basis over an estimated useful life of five years. In accordance with generally accepted accounting principles for not-for-profit organizations, depreciation is not provided on non-income producing assets.

2. Endowment Funds and Funds Functioning as Endowments

Effective July 1, 1972, the Institution adopted the "total return" approach to investment management of endowment funds and funds functioning as endowment. Under this approach, the total investment return is considered to include realized and unrealized gains and losses in addition to interest and dividends. In applying this approach, it is the Institution's policy to limit the amount available for current expenditures to interest and dividends received where the market value of the assets of any fund is less than 110 percent of the historic dollar value (value of gifts at date of donation). For 1973, the Institution provided 4½ percent of the five year average of the market value of each fund (adjusted for gifts and transfers during this period) as being available for current expenditures.

The change to the total return approach resulted in appropriations of gains (realized or unrealized) from endowment funds and funds functioning as endowment to the current unrestricted fund (\$82,463) and to the current restricted fund (\$424,306) representing the excess of the amount made available for current expenditures over interest and dividends received for the year ended June 30, 1973.

3. Note Payable

The note payable in the principal amount of \$295,761, which is non-interest bearing, is secured by computer equipment and is payable in monthly installments of \$7,993 to June 30, 1976.

4. Mortgage Notes Payable

The mortgage notes payable are secured by first deeds of trust on property acquired in connection with the Chesapeake Bay Center. Funds for the repayment of these notes will be transferred from certain restricted funds—gifts, which are designated for the development of the Chesapeake Bay Center. The details of the mortgage notes payable are as follows:

- a. A \$199,500 note on property acquired for \$376,000. The note is payable in fifteen consecutive semi-annual installments of \$13,300, plus interest at the prevailing prime rate on the due date of payment but not less than 8 percent, with the final payment due July 1, 1980.
- b. A \$33,034 note on property acquired for \$118,533. The note is payable in monthly installments of \$451, including interest at the rate of 6 percent, with the final payment due on November 1, 1989.
- c. A \$60,000 note on property acquired for \$120,000. The note is payable in annual installments of \$30,000, plus interest at the rate of 7 percent on the unpaid balance, with the final payment due November 1, 1974.
- d. A \$140,000 note on property acquired for \$157,500. The note is payable in semi-annual installments of \$10,000, plus interest at the rate of 6 percent on the unpaid balance, with the final payment due November 7, 1979.

5. *Real Estate Acquisition Fund*

The real estate acquisition fund includes certain land and buildings acquired by gift or purchased from restricted funds. This property is currently being used for museums, the Chesapeake Bay Center and a conference center.

6. *Pension Plan*

The Institution has a contributory pension plan providing for the purchase of retirement annuity contracts for all employees meeting certain age and length of service requirements. Under terms of the plan, the Institution contributes the amount necessary to bring the total contribution to 12 percent of the participants' compensation subject to social security taxes and to 17 percent of the participants' compensation in excess of that amount. The total pension expense for the year was \$688,782.

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