

**Assassination Records Review Board**  
**Salaries and Expenses**  
**OBJECT CLASSIFICATION (in thousands of dollars)**

		1995 Projected	1996 Estimate	1997 Request
11.1	Full-time permanent	830	1,364	1,312
11.3	Other than full-time permanent	94	110	96
11.5	Other personnel compensation	8	0	190
11.9	Total personnel compensation		1,474	1,598
		932		
12.1	Civilian personnel benefits	205	353	338
21.0	Travel and transportation of persons	75	120	90
23.1	Rental payments to GSA	167	294	302
23.3	Communications, utilities, misc.	45	40	43
24.0	Printing and reproduction	40	50	65
25.2	Other services	25	25	25
25.3	Services from government accounts	136	45	35
26.0	Supplies and materials	40	40	40
31.0	Equipment	155	50	15
99.9	Total obligations	1,820	2,491	2,551

## Budget Request and Justification

### **Object Class 11.1- Full-time staff - 1,312**

The amount requested for full-time permanent staff represents the requirement to fund 30 positions. We plan full-scale operations through July 31, 1997. The remaining two months of FY97 will be consumed with drafting our final report and closing down our operations. We anticipate reducing staff by eight positions on August 1 and nine additional positions on September 1.

### **Object Class 11.3 - Other than full-time permanent staff- 96**

The amount requested in this category represents compensation to Board members and 1 intermittent computer specialist. Each member of the Board will be compensated at the rate of level IV of the Executive Schedule (443.52/day) for each day the member is engaged in work for the Board. It is estimated that during the year each member will attend sixteen Board meetings and/or public hearings. The estimate represents 32 work days for each member of the board and 42 for the Chair. This estimate also includes approximately \$21,000 for the computer specialist.

### **Object Class 11.5 - Other personnel compensation - 190**

The amount provided in this class covers overtime, annual leave cash-outs, and incentives related to the termination of the Review Board. The process of closing an agency requires considerable time and effort by the staff.

### **Object Class 12.1 - Civilian personnel benefits - 338**

The estimate in this category represents the government's contribution for employee benefits at the rate of 24%. The Review Board currently contributes at the rate of 22% and anticipates the increase due to staff eligibility for enrollment in the Thrift Savings Plan.

### **Object Class 21.0 - Travel - 90**

The amount requested for this object class includes travel costs for Board members and staff to attend Board meetings and public hearings, travel for staff to visit records repositories and relevant individuals, meeting expenses, and local travel.

15 Meetings (5 Board Members)	54800
1 Hearing (5 Board Members)	3200
25 Investigative Trips	22500
Meeting Expenses	1000
Chair Travel	6000
Local Travel	2500
<b>TOTAL</b>	<b>90000</b>

**Object Class 23.1 - Rental Payments to GSA - 302**

The estimate for this object class represents the amount the Board will pay to the General Services Administration for office space rental totaling 10,000 sq. ft. at an estimated annual rate of **28.50** per sq. ft. (FY95 cost). This estimate includes an increase for inflation (3% in FY96 and 3.1% in FY97).

**Object Class 23.3 - Communications, utilities, misc. - 43**

The requested amount represents estimates for telephones, postage, express intercity service, and local delivery service. Since Board members are located in other parts of the country, it is important to distribute information to them on a timely basis. In addition, the Board anticipates intense public interest in its activities. In an effort to meet this public demand, the Board intends to continue its active public information program that includes regular mailings.

Telephone	18000
Postage/Postage Equipment/Delivery Services	25000
TOTAL	43000

**Object Class 24.0 - Printing and reproduction - 65**

The major items in this object class are costs related to copying and copier maintenance, the publication of reports to Congress, ARRB public information items, *Federal Register* publication of ARRB notices, and the Final Report of the Review Board.

Federal Register Notices (190 columns)	23750
Final Report to Congress	25000
Public and Press Information	5000
Copier Costs - Lease/Maintenance/Copies	11250
TOTAL	65000

**Object Class 25.2-Other Services - 25**

The major items in this category include media services, on-line services, and staff training.

**Object Class 25.3 - Services from other Government agencies - 35**

This category includes GSA administrative support services (**30,600**) and moving expenses

reimbursed to GSA.

**Object Class 26.0 - Supplies and materials - 40**

Anticipated expenses include routine office supplies, subscriptions and library materials, ADP software. This estimate is based on current operating costs and the additional expenses related to closing an agency.

**Object Class 31.0 - Equipment - 15**

This estimate includes the cost of maintenance contracts for computer hardware, software, and other office equipment.

## **Assassination Records Review Board**

The Assassination Records Review Board was established by Congress in PL 102-526 to oversee an effort of enormous scope within a very short time. The Board is charged with locating and securing all records which relate in any manner to the assassination of President Kennedy.

These records include those of:

- at least 15 federal agencies
- previous Congressional investigations
- the Presidential libraries
- local governmental and private repositories
- records in private hands
- records in the custody of foreign countries

Reliable estimates of the number of relevant documents are well in excess of 2.5 million pages.

Once documents are identified and secured, the Board must review the records and make an administrative determination whether to release them or to postpone their release. Congress has established a strict time line for these determinations, with appeal rights to the President or to Congress. These determinations are quasi-judicial and will be made following submission of supporting evidence by relevant agencies and careful consideration by the Board.

The Board, which is part-time and required by Congress to complete this process in less than three years, has hired a high-quality professional staff to assist in carrying out these responsibilities. The Board's staff should be complete with 25 professional and five support positions by the beginning of FY96.

The large and active research community, historians, and many American citizens anxiously await release of all Kennedy assassination records. Many people in fact strongly suspect that the government was somehow involved in "covering up" evidence of the assassination. The entire purpose of PL 102-526 is to establish an independent entity to ensure the efficient, cost-effective, speedy, and full disclosure of these records to the American public. We have arguably the last opportunity to clear up the many lingering questions.

The pressure on Congress to establish this unique and independent review process was enormous. That pressure has now shifted to the Assassination Records Review Board, and we need the requested resources to be able to carry out a most complex and important mandate.

# Assassination Records Review Board

Budget Request Submission  
to the  
Office of Management and Budget

Fiscal Year 1998