

U.S. COMMISSION ON CIVIL RIGHTS FY 2018 SHUTDOWN CONTINGENCY PLAN

I. Offices, programs, and services that will remain operational.

A list of major services that will continue at the agency and the reason why each is able to continue – either “other funding source” or “necessary for the safety of life and the protection of property.”

- **Office of the Staff Director** - The Staff Director, a Presidential employee, manages the programs and administrative affairs of the agency and serves as agency liaison with the Executive Office of the President, the Congress, and other Federal agencies. Reason: “other funding source” - Presidential appointees who are not covered by the leave system in 5 U.S.C. chapter 63, are not subject to furlough because their salary is an obligation incurred by the year, without consideration of hours of duty required, so they cannot be placed in a nonduty, non-pay status.
- **USCCR.gov website** – The website as posted on the last day that the USCCR receives appropriations will remain available online. However, no revisions or updates will be made due to lack of funding.

II. Offices, programs, and services that will be closed.

- **Office of Federal Civil Rights Evaluation** - This Office is responsible for monitoring, evaluating and reporting on the civil rights enforcement effort of the Federal Government; developing concepts for programs, projects, and policies directed toward the achievement of Commission goals; preparing documents that articulate the Commission's views and concerns regarding Federal civil rights to Federal agencies having appropriate jurisdiction; and receiving complaints alleging denial of civil rights because of color, race, religion, sex, age, disability, or national origin and referring these complaints to the appropriate government agency for investigation and resolution.
- **Office of the General Counsel** - This office serves as legal counsel to the agency; receives and responds to requests for material under the Freedom of Information Act or Privacy Act; serves as the agency's ethics office; and reviews all agency publications and congressional testimony for legal sufficiency.
- **Office of Management** - This Office is responsible for all administrative, management, and facilitative services necessary for the operation of the agency, including financial management, personnel, publications, and the National Clearinghouse Library.
- **Regional Programs Coordination Unit** - The Regional Programs Coordination Unit is responsible for directing and coordinating the programs and work of the regional offices and 51 State Advisory Committees to the Commission and maintaining liaison between the regional offices and the various headquarters' offices of the Commission.

- **Regional Offices** - The Commission has six regional offices, each headed by a Director, that coordinate studies and fact-finding activities on a variety of civil rights issues addressed by the State Advisory Committees (SAC) in their regions.

III. Key public services that will be impacted.

- **Office of Federal Civil Rights Evaluation** - This Office will not be able to receive and refer complaints from the public alleging denial of civil rights because of color, race, religion, sex, age, disability, or national origin to the appropriate government agency for investigation and resolution.
- **Office of the General Counsel** - This office will not be able to receive and respond to requests from the public for material under the Freedom of Information Act or Privacy Act.

IV. Employees.

- Total number of Political Employees: 16
- Total number of Political Employees Furloughed: 15
- Total number of Career Employees: 27
- Total number of Career Employees Furloughed: 27