

**THIS MATTER IS NOT SCHEDULED FOR A BALLOT VOTE  
A DECISIONAL MEETING FOR THIS MATTER IS SCHEDULED ON:  
April 19, 2023**

**TO:** The Commission  
Alberta E. Mills, Secretary

**DATE:** March 29, 2023

**THROUGH:** Austin C. Schlick, General Counsel

**FROM:** Jason K. Levine, Executive Director

**SUBJECT:** FY 2023 Proposed Operating Plan Alignment and Midyear Review

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The attached memorandum summarizes staff's recommendations to align the FY 2023 Operating Plan with the enacted appropriation for FY 2023; identify projects for allocating any available unexecuted balances; and adjust American Rescue Plan Act (ARPA) spending and staffing. A briefing on this matter is currently scheduled for April 5, 2023, with a decisional meeting scheduled for April 19, 2023.

Please indicate your vote on the following options:

- I. Approve FY 2023 Midyear Review, as drafted.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)



II. Approve FY 2023 Midyear Review, with the following specified changes.

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\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

III. Do not approve FY 2023 Midyear Review.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

IV. Take other action specified below.

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\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

Attachment: Executive Director’s Memorandum: Fiscal Year (FY) 2023 Proposed Operating Plan Alignment and Midyear Review



# United States Consumer Product Safety Commission

March 29, 2023

TO: The Commission  
Alberta E. Mills, Secretary

THROUGH: Austin C. Schlick, General Counsel

FROM: Jason K. Levine, Executive Director

SUBJECT: Fiscal Year (FY) 2023 Proposed Operating Plan Alignment and Midyear Review

## OVERVIEW

This memorandum summarizes staff's recommendations for the FY 2023 Proposed Operating Plan Alignment and Midyear Review. The recommendations propose the following:

1. Align funding levels of the FY 2023 Operating Plan with the FY 2023 Consolidated Appropriations Act (Pub. L. No. 117-328) enacted on December 29, 2022.
2. Identify projects for allocation of potential unexecuted balances, should they become available.
3. Adjust American Rescue Plan Act (ARPA) spending and staffing.

## RECOMMENDATION #1: ENACTED LEVEL ALIGNMENT

At the start of FY 2023 (October 1, 2022), the CPSC was operating in accordance with a Continuing Resolution (CR) providing the agency with \$139.05 million and 539 full-time equivalent employees (FTEs). The CPSC's FY 2023 President's Budget, which requested \$195.50 million and 672 FTEs, was pending before Congress with no clear enactment date. Given the uncertainty of the budgetary levels of the agency and the discrepancy between the CR and the President's Budget, the FY 2023 Operating Plan proposed two funding scenarios that represented the FY 2023 CR level and the FY 2023 President's Budget level (FY 2023 Budget level). On October 26, the Commission approved the FY 2023 Operating Plan. The Operating Plan proposed, pending funding availability above the CR level, inflationary increases to maintain current levels, a transfer of the FTEs temporarily funded by ARPA funds to appropriated funds, and changes to programs that would advance the CPSC's priorities.

Subsequently, on December 29, Congress enacted a \$152.50 million annual appropriation for the CPSC. As a result, the enacted appropriation is \$13.45 million above the \$139.05 million CR level. The enacted appropriation of \$152.50 million designated \$2.00 million each of no-year funds for the Nicholas and Zachary Burt Memorial Carbon Monoxide Poisoning Prevention Act (NZB) and VGB grant programs and associated administrative costs.

To achieve the required adjustment and align the FY 2023 Operating Plan with the FY 2023 enacted appropriation, staff proposes funding all inflationary increases of \$5.2 million to maintain current levels plus \$0.7 million for a special rate increase for certain IT positions.<sup>1</sup> This adjustment also includes an

<sup>1</sup> After the Operating Plan vote the Office of Personnel Management announced it is establishing new special rates for certain positions in Occupational Series 2210 (Information Technology (IT))



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increase of \$2.0 million for the NZB grant program as directed in the enacted appropriation. Also, the adjustment includes transferring 37 of the 46 American Rescue Plan Act (ARPA) FTEs, outlined in the Operating Plan, to the annual appropriation. This proposal will allow the CPSC to fund mandatory increases for pay and non-pay and provide a continuous source of funding for FTEs currently being supported through the ARPA, which are available through FY 2026 or until depleted, whichever occurs first. In sum, these transfers of 37 FTEs from the ARPA total \$5.55 million for a total of \$13.45 million, the difference between the enacted level and the CR. Additional detail is provided in Attachment 1.

## **RECOMMENDATION #2 USE OF UNEXECUTED BALANCES**

In addition to aligning the FY 2023 Operating Plan with the FY 2023 enacted appropriation, staff is also recommending projects for allocation of potential unexecuted balances, should they become available. Unexecuted balances typically occur as a result of unplanned staffing variances, un-executable contract requirements, or actual obligations for specific projects that are less than the estimated budgeted amount. Staff has identified \$5.2 million in potential projects for funding consideration and listed them in priority order based on staff's assessment of needs across the agency. Attachment 2 includes a table listing the projects in priority order with cost estimates, as well as an additional table that includes project descriptions. The proposed projects are mostly drawn from the unfunded "Changes to Program" in the Budget level of the FY 2023 Operating Plan. The actual amount of year-end unexecuted balances is not known currently, but is likely to be in the \$3 million range, which is below the \$5.2 million total of potential projects listed for Commission consideration and prioritization.

## **RECOMMENDATION #3: ARPA SPENDING ADJUSTMENT**

Similar to the annual appropriation levels, the FY 2023 Operating Plan presented a CR level and Budget level for the ARPA. The CR level proposed an ARPA budget of 46 FTEs and \$2.9 million for non-pay projects in FY 2023. The \$152.5 million enacted appropriation level for FY 2023 does not allow for the full 46 FTEs to be transferred to the annual appropriations, as projected at the Budget level. Staff's proposal in Recommendation #1 is to shift 37 of the 46 ARPA FTEs to the annual appropriation. These transfers will allow the agency to support with ARPA funds the additional non-pay projects that staff has listed in Attachment 3. Based on the transfer and these additional projects, ARPA funds are expected to be fully depleted in FY 2025.

### **Attachments:**

- Attachment 1: Recommendation #1
- Attachment 2: Recommendation #2
- Attachment 3: Recommendation #3

Management), 0854 (Computer Engineering), and 1550 (Computer Science) at General Schedule (GS) grades GS-5 through GS-15. In order to stay competitive in hiring and retaining staff, CPSC plans to utilize the OPM-proposed special rates for its 38 Occupational Series 2210 employees, resulting in an unplanned payroll increase of an estimated \$700,000.



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**Attachment 1**

**Recommendation #1: Align the FY 2023 Operating Plan with the FY 2023 Enacted Appropriation**

**Table 1. FY 2023 Enacted Appropriation Adjustments to Operating Plan** *(dollars in millions)*

<b>FY 2023 Operating Plan - Continuing Resolution Level</b>	<b>\$ 139.05</b>
Pay Inflation and Related Adjustments	+\$4.90
Non-Pay Inflation	+\$1.00
Transfer of 37 Staff from ARPA	+\$5.55
NZB Grant	+\$2.00
<b>FY 2023 Enacted Appropriation</b>	<b>\$ 152.50</b>



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Attachment 2

## Recommendation #2: Authorize Projects to Fund from Unexecuted Balances, if Available

Table 2. Recommended Projects (dollars in thousands)

Rank	Org	Project	Amount (in \$000)
1	EXHR	High Energy Density Batteries	\$720
2	OOEODI	Diversity Council Consultant	\$30
3	EXHR	Training Data for AI/ML for Hazard and Defect Identification	\$800
4	EXHR	ATV Rollover Protection	\$400
5	EXHR	Bicycle Standards & Data Review	\$60
6	EXHR	Bicycle Engineering Review	\$125
7	EXIT	Cybersecurity - Zero Trust Architecture (ZTA) Implementation Planning	\$646
8	EXHR	CPSRMS Documentation	\$276
9	EXHR	PFAS Toxicity Data Review and Exposure Modeling	\$400
10	EXHR	Home Sprinklers	\$25
11	EXHR	OFR: Subclass-based Hazard and Risk Assessment (dose-response) Guide and Application	\$400
12	EXHR	Laboratory Equipment Renewal	\$330
13	EXHR	OFR: Literature Search and Screening	\$350
14	EXHR	OFR: Peer Consultation on Guides/Approaches	\$75
15	EXHR	Smart-enabled Consumer Products	\$300
16	EXFM	Evidence-building and Evaluation	\$250
<b>Total</b>			<b>\$5,187</b>

If authorized by the Commission, in FY 2023, the agency would fund the recommended projects in priority order, subject to available unexecuted balances and acquisition feasibility.

### Project Descriptions

Table 3. Project Descriptions (dollars in thousands)

Rank	Project Title	Amount (in \$000)	Description
1	High Energy Density Batteries	\$720	Contract to purchase equipment to improve testing capability with respect to micromobility products, like eBikes, and conduct research study to develop recommendations regarding existing voluntary standards for lithium-ion batteries.



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Rank	Project Title	Amount (in \$000)	Description
2	Diversity Council Consultant	\$30	Project would provide a contractor to assist the EEO/DEI Director in developing a charter for CPSC's internal DEIA council, establish the selection criteria for CPSC Council members, provide draft applications for CPSC employees who are interested in joining, and assist in the recruitment of CPSC employees. Once the Council is established the contractor would serve as a consultant to the Council and would help the Council establish its goals as well as appropriate metrics with respect to the agency's internal workforce diversity and inclusion efforts.
3	Training Data for AI/ML for Hazard and Defect Identification	\$800	Contract for coders to code 40K-50K unstructured records into CPSC product codes. The work product is intended to assist in future development of automated searches of unstructured records (e.g. death certificates, incident reports, etc.) via use of Artificial Intelligence/Machine Learning (AI/ML). Previous work in this area showed that the lack of training data had been an impediment to progress.
4	ATV Rollover Protection	\$400	Conduct next phase of research on rollover protection systems.
5	Bicycle Standards & Data Review	\$60	Project will provide for a contractor to conduct a review of incident data involving bicycles looking to improve either mandatory or voluntary bicycle standards including sufficiency of addressing eBike hazards (fire and non-fire). Project will include review of current international standards on bicycles to inform potential improvement to domestic standards. Will also look for eBikes specific patterns in existing data.
6	Bicycle Engineering Review	\$125	Engineering evaluation of potential mechanical issues on eBikes (non- fire). Project will include the purchase and evaluation of bicycle samples across the market to collect data on low end bicycles to high end bicycles. Data collection may include different physical characteristics such as weight, wheel size, brake components and performance, steering characteristics, front wheel retention. Examinations will include battery compatibility issues and impact of weight and speed, including on components such as brakes and steering.



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Rank	Project Title	Amount (in \$000)	Description
7	Cybersecurity - Zero Trust Architecture (ZTA) Implementation Planning	\$646	<p>Project will use a contractor to conduct a gap analysis and provide a roadmap for how CPSC can achieve the federally mandated Zero Trust Architecture (ZTA). The results of a proposed gap analysis, along with the subsequent roadmap, will guide the agency as it makes digital workplace, infrastructure, and application modernization decisions. The deliverables will include a gap analysis between CPSC's current environment and the architecture mandated in M-22-09 and U.S. Cybersecurity and Infrastructure Security Agency's (CISA) maturity model; building a three-year roadmap to meet each maturity level across the five pillars of CISA's ZTA model – Identity, Device, Network, Application Workload, and Data; assisting CPSC in developing and documenting ZTA policies that align with M-22-09 requirements.</p> <p>This project also includes an initial ZTA effort to migrate to a modern network design that links applications and users. This network-pillar effort fulfills a federal requirement to, "select at least one system that requires authentication and is not currently internet-accessible... then, within a year of the issuance of this memorandum (January 26, 2022)... allow secure, full-featured operation of that system over the internet." This endeavor, in fact, will enable secure access to all agency services, tools, and data over the Internet. There is expected to be cost savings, as the agency's current Managed Trusted Internet Protocol Services (MTIPS) services and other network security services will be replaced by this modernized network service.</p>



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Rank	Project Title	Amount (in \$000)	Description
8	CPSRMS Documentation	\$276	Consumer Product Safety Risk Management System (CPSRMS) is an antiquated technology and needs to be updated for cloud computing capabilities. Documentation gathering over the next year will facilitate ongoing operations, as well as better decision making for future CPSRMS modernization and Data Lake use cases. Project will hire contractors to document CPSRMS data intake and usage resulting in the following deliverables: Entity relationship diagram, data dictionary (incorporates personal identifiable information and 6b details), user guides and training materials for new employees, architecture document, current process document, business logic/decision requirement document, and database document (includes details on the job type, description, integration with other databases, data lake and schedule). This will also be used for requirements generation for an CPSRMS replacement which will likely be necessary in the coming years.
9	PFAS Toxicity Data Review and Exposure Modeling	\$400	Contract project to build on FY 2022 Polyfluoroalkyl Substances (PFAS) Market Use Report. This project is intended to assist agency efforts related to harmonizing testing of PFAS in consumer products based on a more complete understanding of which consumer products present chronic hazard risk exposure pathways for PFAS to people. Project funding would support work on multiple questions, including evaluating toxicity data and modeling or measuring exposures. The deliverable will help to specify the types of consumer products using PFAS that raise the greatest exposure risks.
10	Home Sprinklers	\$25	This proposal is based on staff review of incident data, which seems to indicate high effectiveness of sprinklers in single family homes. Staff is looking for a definitive assessment. Deliverable would be a report on the effectiveness of sprinklers, with the intent of quantifying the effectiveness. The report must include but not be limited to review of sprinkler technologies, current U.S. building code requirements and their adoption, installation and maintenance costs, effectiveness, advantages, and disadvantages to their implementation (e.g., leaks); the report must consider sprinkler installation in both new and existing homes.



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Rank	Project Title	Amount (in \$000)	Description
11	OFR: Subclass-based Hazard and Risk Assessment (dose-response) Guide and Application	\$400	Document and develop approaches and process for class-based dose-response analysis and quantifying risk (chemical risk assessment is hazard, dose-response, and exposure; we have ongoing work on hazard and exposure, and need to develop class-based approaches for dose-response in order to move forward with OFR subclass assessments)
12	Laboratory Equipment Renewal	\$330	Includes an OHV dynamometer (measures torque and rotational speed against inertial measurements and can be used to determine maximum vehicle speed, braking distances and longitudinal dynamic stability. These measurements are typical measurements for regulatory testing, which cannot be conducted in inclement weather) and Thermo XRF replacement, among other equipment needs.
13	OFR: Literature Search and Screening	\$350	Follow-on work with NIEHS staff to identify OFR exposure literature, complete screening, support data extraction.
14	OFR: Peer Consultation on Guides/Approaches	\$75	Expert review of the class-based assessment guides (hazard, exposure, dose-response).
15	Smart-enabled consumer products	\$300	Project will provide for the review and development of techniques for assessing safety-impacting vulnerabilities of remotely-controllable operations of smart-enabled consumer products. Using a contractor which will employ in-depth technical analysis and process, report, and document existing hacks of IoT devices that result in compromise of safety.
16	Evidence-building and Evaluation	\$250	The Foundations for Evidence-Based Policy Making Act of 2018 (Evidence Act) encourages federal agencies to invest in generating and using evidence - facts arrived at through rigorous and systematic analysis, governed by principles of scientific integrity - to guide program and policy decisions. Central to this Act is the creation of (1) a learning agenda, which articulates the key questions, both short and long term, that must be answered to achieve programmatic goals, and (2) an evaluation plan, which outlines the research and evaluation activities that an agency will undertake to address the questions in the learning agenda. Although CPSC is not required by this law to develop a learning agenda and evaluation plan, the CPSC's use of these tools could improve program planning and accountability, including in the evaluation activities required by the GPRA Modernization Act of 2010. This project provides consultation services to support CPSC's evidence-building and evaluation activities and development of a learning agenda and evaluation plan.



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Attachment 3

## Recommendation #3: Re-Align ARPA Funds, FTEs, and Projects

**Table 4. FY 2023 ARPA Adjustments to Operating Plan (dollars in millions)**

<b>Cumulative Spending <sup>2</sup> for FY 2021-FY 2022</b>	<b>\$21.3</b>
Previously Approved Costs to be Obligated after September 30, 2022	+\$16.7 <sup>3</sup>
One-Time Projects (See Tables 5 and 6)	+\$8.4
New Recurring Costs (See Tables 5 and 7)	+\$3.6
<b>FY 2023 Re-Aligned ARPA Level</b>	<b>\$ 50.0</b>

**Table 5. Recommended ARPA Projects (dollars in thousands)**

Rank	Org	Project	Amount (in \$000)
<b>One-Time Projects</b>			
1	OCM	Website Redesign	\$1,000
2	EXHR	NEISS Investigations	\$200
3	EXHR	Machine Learning for Hazard and Defect Identification	\$900
4	EXHR	IDI Data Collection Automation	\$608
5	EXHR	EPI Systems Modernization	\$2,380
6	EXIS	Manifest Data in ITDS/RAM – Requirements Analysis	\$1,100
7	EXIT	IFS DME	\$1,740
8	OCM	Baby Safety/Safe Sleep Campaign	\$150
9	OCM	Digital Advertising Tool	\$90
10	OCM	DEI - Community Outreach/Grassroots	\$250
<b>Total One-Time Projects</b>			<b>\$8,418</b>
<b>New Recurring Costs – 2-year costs</b>			
1	EXIT	IT Modernization - IFS O&M (2024-2025)	\$1,200
2	EXIT	IT Modernization EPI/NEISS O&M (2024-2025)	\$1,200
3	OCM	Web Content Specialist (2024-2025)	\$360
4	OCM	Web Team (2024-2025)	\$595
5	OCM	Recall Translations (2024-2025)	\$200
<b>Total New Recurring Costs</b>			<b>\$3,555</b>

<sup>2</sup> Includes Expenditures and Unpaid Obligations.

<sup>3</sup> This includes updated estimates or previously authorized projects of \$4.8 million for one-time costs and \$11.9 million for recurring costs as approved during the FY 2022 Mid-Year Decisional vote on June 1, 2022. This figure accounts for the transfer of 37 FTEs from ARPA funds to annual appropriations.



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**Table 6. ARPA One-Time Project Descriptions (dollars in thousands)**

Rank	Project Title	Amount (in \$000)	Description
1	Website Redesign	\$1,000	Project is to fund a full website redesign through an outside contractor. The process will include Audit of website content, architecture, navigation; analysis of CPSC.gov public visitation data; and development of overall website strategy. Redesign would seek to address the following: enhanced search functionality, improved content organization, navigation, and presentation, and mobile device optimization.
2	NEISS Investigations	\$200	Special study in NEISS Investigations with specific focus on eBikes to begin during next available NEISS cycle (Calendar Year 2024).
3	Machine Learning for Hazard and Defect Identification	\$900	This request would advance machine learning for CPSC by using contractors to assist in developing programs to predict product codes and incident severities to assign to unstructured text. Examples of documents with unstructured text could include death certificates or other incident reports. These types of documents currently have no product code or severity code and thus the automation of classifying the reports and identifying emerging hazards within this group is challenging. This project provides resources for maintaining progress to date with machine learning in a cloud environment in a manner that is compatible with the agency's enterprise analytics platform (EAP) environment as well as resources to further advance model development. The approach uses an open-source language often used for machine learning and that can be integrated with the EAP, which will help expand existing work on machine learning and maintain models already constructed due to the retirement of the Contextual Analysis package. Model development is reliant on the availability of training data.
4	IDI Data Collection Automation	\$608	This project will automate data sheet collection into databases to greatly reduce manual workload and enhance staff's ability to detect risk earlier and more accurately. IDI data collection requires a large degree of manual processing and data entry. Staff recently completed a successful pilot automating the data transfer electronically with the child suffocation form. This project will expand the results of this pilot to other In-Depth Investigation (IDI) forms generated by Integrated Field System (IFS).



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Rank	Project Title	Amount (in \$000)	Description
5	EPI Systems Modernization	\$2,380	This project develops new features and enhancements for EPI systems. EPI Systems are currently being developed in Azure (MS Cloud) services. This project is to modernize and consolidate the legacy PowerBuilder applications – currently used by the Epidemiology group; minimize their reliance on third-party tools and on-premises data stores; and improve the efficiency and effectiveness of their business processes.
6	Manifest Data in ITDS/RAM - Requirements Analysis	\$1,100	<p>This project addresses the need to include manifest-only targeting capability that is missing from ITDS/RAM. The project provides for a requirements analysis to assist with creating rules to target and interdict violative shipments in the manifest-only environment - which Congress has tasked CPSC to do.</p> <p>Due to the growing number of manifest-only de minimis filings valued under \$800 (up from the original \$200), CPSC has to develop a strategy within the ITDS/RAM to target, coordinate and log transactions working solely in manifest only shipments. Funding this effort will allow CPSC to begin to take necessary next steps to integrate this data into ITDS/RAM for targeting purposes.</p>
7	IFS DME	\$1,740	This project will complete development of Compliance and Regulatory Enforcement modules which began in FY 2022. The product will be an integrated system that users can perform end-to-end investigative and recall monitoring for Compliance Officers throughout the life cycle of a case. This will also continue the development, modernization, and enhancement (DME) of a common case management platform designed to support Dynamic Case Management (DCM) and Integrated Field System (IFS) in a cloud-based Case Management System to leverage one platform for all three efforts and will automate current manual processes to create efficiencies.
8	Baby Safety/Safe Sleep Campaign	\$150	This project would build on existing education efforts for Baby Safety/Safe Sleep. Current OCM FY 2023 activities in this area include promoting baby safety through an outdoor billboard campaign in indigenous communities, and a satellite media tour during Baby Safety Month (September). These additional funds would support amplification tactics such as paid online advertising, targeted social media, and OTT/streaming distribution of existing Baby Safety/Safe Sleep content (PSA) to reach underserved communities.



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Rank	Project Title	Amount (in \$000)	Description
9	Digital Advertising Tool	\$90	This project is to use Over the Top (OTT) streaming advertising in order to target specific underserved communities with pre-existing Public Service Announcements such as Poison Prevention messaging aimed at Individuals with Development or Intellectual Disabilities (IDD) or messaging aimed at preventing Carbon Monoxide poisoning.
10	DEI - Community Outreach/Grassroots	\$250	This project would support the development of a grassroots strategy crafted by a contractor in consultation with the Field and OCM which will enable: the identification of, and engagement with, audiences and regions lacking regular internet access and similar barriers for receiving safety messaging for outreach by Field. The project will also include updating, producing, and distributing safety-related collateral for distribution directly to these audiences and through external stakeholder organizations at their request.

**Table 7. New ARPA Recurring Cost Descriptions (dollars in thousands) (all projects projected 2 year costs)**

Rank	Recurring Cost	Amount (in \$000)	Description
1	IT Modernization - IFS O&M	\$1,200	Provide O&M support in FY 2024 & 2025 for the Compliance and Regulatory Enforcement module which includes remediating "bugs" identified during use; performing routine, preventive, scheduled, and unscheduled actions to prevent downtime; and maintaining and improving the security posture of the application.
2	IT Modernization EPI/NEISS O&M	\$1,200	Provides O&M support in FY 2024 & 2025 for the Epidemiology (EPI) Management Portal once implemented at the end of FY 2023. The platform will provide the functionality to manage NEISS hospitals, hospital visits, obligations, invoices, account summaries, as well as manage and configure processes and look up data.



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Rank	Recurring Cost	Amount (in \$000)	Description
3	Web Content Specialist	\$360	<p>Web Content Specialist is a new position in OCM tasked with working in conjunction with the web team, and other internal agency stakeholders, to help define web content goals and strategies, and execute web content strategy for the agency's enterprise web presence. These funds would be intended to cover salary and expenses for this position through the end of FY 2025.</p> <p>This position will lead the development, editing, and publication of webpages, content blocks, and multimedia components as well as ensuring content and user experience (UX) drives agency mission and objectives. Also, the Web Content Specialist will be responsible for ensuring web content is consistent in presentation and adheres to web standards such as 508 accessibility, plain language, editorial style and other published standards and guidelines.</p> <p>The cost of this position is based on the current (February 25, 2023) agency average cost per FTE of \$180K per year. This includes salaries and benefits.</p>
4	Web Team	\$595	<p>Project is to increase the capacity of Web team to maintain current levels over a two-year basis (FY2024-25). The need for the increase is because there has been a continued dramatic increase in web content posting requests, which has more than doubled since 2021.</p> <p>Overall volume of web postings is anticipated to continue to increase as the Commission enhances its enforcement efforts. This request is essential to ensure the Web Team can continue its high continuity of service to program offices, ensure timely web content postings, and continue to work on content remediation projects (fixing broken links, archiving content, etc).</p>
5	Recall Translations	\$200	<p>Project to translate into Spanish all recall releases for two years, by outside contractor. Contract will specify translation in 48 hours or less.</p>