



**ATLANTA**  
FEDERAL EXECUTIVE BOARD



# INTERAGENCY CONGRESSIONAL RESOURCE GUIDE



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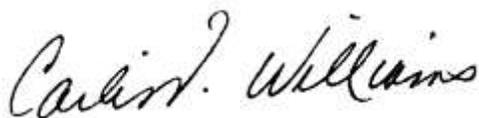
Esteemed Colleagues:

The Atlanta Federal Executive Board (FEB) is committed to facilitating improved communication between the major Federal Agencies and the Congressional Offices serving the eight Southeastern States of Alabama, Mississippi, Georgia, Florida, Kentucky, Tennessee, North Carolina, and South Carolina. To this end the Atlanta FEB has developed this Interagency Congressional Resource Guide to provide Congressional staffers with concise overviews of the various federal agencies, their missions, the services they provide, and contact information. The goal is to empower Congressional staff in your mission to more effectively provide information on federal resources, assistance, and services available to the citizens of the Southeast.

This Interagency Congressional Resource Guide represents a collaborative effort among the major federal agencies to strengthen cooperation, collaboration and mutual support between Federal Agencies and Congressional Offices in the Southeast. This Guide will also serve as a valuable resource for the general public.

Together, we can all make a positive difference in the lives of the citizens we serve.

Sincerely,



Carlis V. Williams  
Federal Executive Board Vice-Chairperson  
Southeast Regional Administrator, Administration for Children & Families

ADMINISTRATION FOR  
**CHILDREN & FAMILIES**

## **Mission Statement:**

The Interagency Congressional Resource Guide is a collaborative effort intended to inform Congressional staff about Federal agencies and their resources so they can better serve their constituents, make agency contact information more accessible to Congressional staffers, and facilitate communication between Congressional offices and Federal agencies. This publication is intended to provide information to those serving citizens of Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, South Carolina, and Tennessee.

## **Publication Disclaimer:**

Information included in the Interagency Congressional Resource Guide was compiled based on text and images collected from agency or department websites and/or agency representatives. The authors created the format and design of the publication, but none of the included text or images are original work or property of the authors/editors. The publication is for informational purposes with the intent of consolidating information for the use of congressional staff serving Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, South Carolina, and Tennessee.



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# INTERAGENCY CONGRESSIONAL RESOURCE GUIDE





# COMMISSION ON CIVIL RIGHTS

## MISSION STATEMENT:

The mission of the Commission on Civil Rights is to investigate complaints alleging that their citizens are being deprived of their right to vote by reason of their race, color, religion, sex, age, disability, or national origin, or by reason of fraudulent practices; study and collect information relating to discrimination or a denial of equal protection of the laws under the Constitution in the administration of justice; appraise Federal laws and policies with respect to discrimination or denial of equal protection of the laws; serve as a national clearinghouse for information in respect to discrimination or denial of equal protection of the laws; and submit reports, findings, and recommendations to the President and Congress and issue public service announcements to discourage discrimination or denial of equal protection of the laws.

## PUBLIC SERVICES:

Holding public briefings, issuing press releases, making information publicly available on our website, and providing a complaint referral service to promote greater public awareness of civil rights issues, protections and enforcement; conducting hearings on critically important civil rights issues, including issuing subpoenas for the production of documents and the attendance of witnesses; publishing significant studies and reports on a wide range of the civil rights issues, including findings and recommendations, to inform and advise policy-makers; and sustaining advisory committee involvement in national program planning to strengthen fact-finding by broadening the scope of the research to include state and local perspectives and data.

## CONTACT INFORMATION:

**Address** 61 Forsyth St SW, Room 18T40, Atlanta, GA 30303

**Telephone** (404) 562-7000

**Website** <http://www.usccr.gov>



# CONSUMER PRODUCT SAFETY COMMISSION

## MISSION STATEMENT:

The mission of the Consumer Product Safety Commission is to protect the public against unreasonable risks of injury from consumer products through education, safety standards activities, regulation, and enforcement.

## PUBLIC SERVICES:

### Leadership in Safety

- Take a leadership role in identifying and addressing the most pressing consumer product safety priorities and mobilizing action by our partners.

### Commitment to Prevention

- Engage public and private sector stakeholders to build safety into consumer products.

### Rigorous Hazard Identification

- Ensure timely and accurate detection of consumer product safety risks to inform agency priorities.

### Decisive Response

- Use the Consumer Product Safety Commission's full range of authorities to quickly remove hazards from the marketplace.

### Raising Awareness

- Promote a public understanding of product risks and Consumer Product Safety Commission capabilities.

## CONTACT INFORMATION:

**Address** 401 West Peachtree St NW, Suite 1600 Atlanta, GA 30308

**Telephone** (301) 504-7908

**Website** <http://www.cpsc.gov>



# CORPORATION FOR NATIONAL & COMMUNITY SERVICE

## MISSION STATEMENT:

The mission of the Corporation for National Service (CNS) is to engage Americans of all backgrounds in community-based service. This service addresses the nation's education, public safety, and human and environmental needs to achieve direct and demonstrable results. In doing so, the Corporation fosters civic responsibility, encourages community teamwork, and provides educational opportunity for those who make substantial commitment to service.

## PUBLIC SERVICES:

Put the needs of local communities first; Use our programs to build stronger, more efficient, and more sustainable community networks capable of mobilizing volunteers to address local needs, including disaster preparedness and response; Measure and continually improve our programs' benefits to service beneficiaries, participants, community organizations, and our national culture of service; Help rural and economically distressed communities obtain access to public and private resources; Support diverse organizations, including faith-based and other community organizations, minority colleges, and disability organizations; Use service-learning principles to put volunteer and service activities into an appropriate context that stimulates life-long civic engagement; Support continued civic engagement, leadership, and public service careers for our programs' participants and community volunteers.

## CONTACT INFORMATION:

**Address** 60 Forsyth Street SW, Room 3M40, Atlanta, GA 30303

**Telephone** (404) 562-4055

**Website** <http://www.nts.gov>



# DEPARTMENT OF AGRICULTURE

## MISSION STATEMENT:

The Department of Agriculture (USDA) provides leadership on food, agriculture, natural resources, rural development, nutrition, and related issues based on sound public policy, the best available science, and efficient management.

## PUBLIC SERVICES:

The USDA vision statement is to expand economic opportunity through innovation, helping rural America to thrive; to promote agriculture production sustainability that better nourishes Americans while also helping feed others throughout the world; and to preserve and conserve our Nation's natural resources through restored forests, improved watersheds, and healthy private working lands.

## AGENCY SPOTLIGHT:

USDA has created a strategic plan to implement its vision. The framework of this plan depends on these key activities: expanding markets for agricultural products and support international economic development; further developing alternative markets for agricultural products and activities; providing financing needed to help expand job opportunities and improve housing, utilities, and infrastructure in rural America; enhancing food safety by taking steps to reduce the prevalence of food borne hazards from farm to table; improving nutrition and health by providing food assistance and nutrition education and promotion; and managing and protecting America's public and private lands working cooperatively with other levels of government and the private sector.

## CONTACT INFORMATION:

**Telephone** (404) 562-5900

**Website** <http://www.usda.gov>



# Animal and Plant Health Inspection Service

An Agency within the Department of Agriculture

## MISSION STATEMENT:

The mission of the Animal and Plant Health Inspection Service (APHIS) is to protect the health and value of American agriculture and natural resources.

## PUBLIC SERVICES:

The Animal and Plant Health Inspection Service is a multi-faceted Agency with a broad mission area that includes protecting and promoting agricultural health, regulating genetically engineered organisms, administering the Animal Welfare Act and carrying out wildlife damage management activities. These efforts support the overall mission of USDA.

## AGENCY SPOTLIGHT:

In FY 2012, APHIS resolved 207 sanitary and phytosanitary trade issues, including opening new markets and retaining and expanding existing market access for U.S. agricultural products valued at \$2.56 billion. APHIS, working with California cooperators, reduced populations of European grapevine moths (EGVM), so that detections numbered only 77 in FY 2012 compared with almost 101,000 in FY 2010. APHIS has also achieved success in the animal health sector. Subsequent to APHIS promulgating the animal disease traceability rule in December 2012, the Scientific Commission for the World Organization for Animal Health recommended that the risk classification for bovine spongiform encephalopathy be changed from the second-tier risk rating to the lowest risk rating. Upon finalization, this will aid efforts to promote cattle and beef products abroad.

## CONTACT INFORMATION:

**Address** 4700 River Road, Riverdale, MD 20737

**Telephone** (202) 799-7030

**Website** <http://www.aphis.usda.gov>



# Natural Resources Conservation Services

An Agency within the Department of Agriculture

## MISSION STATEMENT:

Originally established by Congress in 1935 as the Soil Conservation Service, NRCS has expanded to become a conservation leader for all natural resources, ensuring private lands are conserved, restored, and more resilient to environmental challenges, like climate change.

## PUBLIC SERVICES:

Seventy percent (70%) of the land in the U.S. is privately owned, making stewardship by landowners absolutely critical to the health of our Nation's environment. NRCS works with landowners through conservation planning and assistance designed to benefit the soil, water, air, plants, and animals that result in productive lands and healthy ecosystems.

## AGENCY SPOTLIGHT:

NRCS offers voluntary programs to eligible landowners and agricultural producers to provide financial and technical assistance to help manage natural resources in a sustainable manner. Through these programs the agency approves contracts to provide financial assistance to help plan and implement conservation practices that address natural resource concerns or opportunities to help save energy, improve soil, water, plant, air, animal and related resources on agricultural lands and non-industrial private forest land.

## CONTACT INFORMATION:

**Telephone** (706) 546-2272

**Website** <http://www.nrcs.usda.gov>



## Rural Development

An Agency within the Department of Agriculture

### PUBLIC SERVICES:

USDA Rural Development's financial programs support such essential public facilities and services as water and sewer systems, housing, health clinics, emergency service facilities and electric and telephone service. We promote economic development by supporting loans to businesses through banks, credit unions and community-managed lending pools. We offer technical assistance and information to help agricultural producers and cooperatives get started and improve the effectiveness of their operations. We provide technical assistance to help communities undertake community empowerment programs.

Rural Development has a \$181.1 billion portfolio of loans and will administer \$38 billion in loans, loan guarantees and grants through our programs to help rural individuals, communities, and businesses obtain the financial and technical assistance needed to address their diverse and unique needs. Our financial programs support such essential public facilities and services as water and sewer systems, housing, health clinics, emergency service facilities and electric and telephone services.

### AGENCY SPOTLIGHT:

Rural Development promotes economic development by supporting loans to businesses through banks, credit unions and community-managed lending pools. We offer technical assistance and information to help agricultural producers and cooperatives get started and improve the effectiveness of their operations. We provide technical assistance to help communities undertake community empowerment programs.

### CONTACT INFORMATION:

**Telephone** (800) 670-6553

**Website** <http://www.rurdev.usda.gov>



# DEPARTMENT OF COMMERCE

## MISSION STATEMENT:

The U.S. Department of Commerce promotes job creation, economic growth, sustainable development and improved standards of living for all Americans by working in partnership with businesses, universities, communities and our nation's workers. The Department of Commerce touches the daily lives of the American people in many ways, with a wide range of responsibilities in the areas of trade, economic development, technology, entrepreneurship and business development, environmental stewardship, and statistical research and analysis.

## DEPARTMENT OF COMMERCE AGENCIES

Census Bureau  
Bureau of Economic Analysis  
Bureau of Industry and Security  
Economic Development Administration  
Economics and Statistics Administration  
Export Enforcement  
Import Administration  
International Trade Administration  
Office of Travel and Tourism Industries  
Invest in America  
Manufacturing and Services  
Marine and Aviation Operations  
Market Access and Compliance  
Minority Business Development Agency

National Oceanic and Atmospheric Administration  
NOAA Commissioned Corps  
National Environmental Satellite, Data, and Information Service  
National Marine Fisheries Service  
National Oceanic Service  
National Weather Service  
National Telecommunications and Information Administration  
Patent and Trademark Office  
National Institute of Standards and Technology  
National Technical Information Service  
Trade Promotion and the U.S. And Foreign Commercial Service



## Bureau of the Census

An Agency within the United States Department of Commerce.

### MISSION STATEMENT:

The Census Bureau serves as the leading source of quality data about the nation's people and economy. We honor privacy, protect confidentiality, share our expertise globally, and conduct our work openly. We are guided on this mission by our strong and capable workforce, our readiness to innovate, and our abiding commitment to our customers.

### PUBLIC SERVICES:

The Census Bureau collects and provides timely and relevant, quality data about the people and economy of the United States. In a variety of surveys and censuses, evolving from the first census in 1790, the Census Bureau provides official information about America's people, businesses, industries, and institutions.

### AGENCY SPOTLIGHT:

The Atlanta Regional Office is responsible for all data collection, data dissemination, and geographic operations within a 7 state boundary that includes Alabama, Florida, Georgia, Louisiana, Mississippi, North Carolina, and South Carolina. The Census Bureau collects data by personal visits and telephone interviews throughout the year for over 15 different household surveys. The largest of these surveys are the American Community Survey, Consumer Expenditure Survey, Current Population Survey, National Crime Victimization Survey, National Health Interview Survey, and the Survey of Construction.

### CONTACT INFORMATION:

**Address** 101 Marietta Street, NW, Suite 3200, Atlanta, GA 30303

**Telephone** (404) 730-3832 or (800) 424-6974

**Email** [Atlanta.Regional.Office@census.gov](mailto:Atlanta.Regional.Office@census.gov)

**Website** <http://www.census.gov/regions/atlanta>



## Economic Development Administration

An Agency within the United States Department of Commerce.

### MISSION STATEMENT:

To lead the federal economic development agenda by promoting innovation and competitiveness, preparing American regions for growth and success in the worldwide economy.

### PUBLIC SERVICES:

The U.S. Economic Development Administration's investment policy is designed to establish a foundation for sustainable job growth and the building of durable regional economies throughout the United States. This foundation builds upon two key economic drivers - innovation and regional collaboration. Innovation is key to global competitiveness, new and better jobs, a resilient economy, and the attainment of national economic goals. Regional collaboration is essential for economic recovery because regions are the centers of competition in the new global economy and those that work together to leverage resources and use their strengths to overcome weaknesses will fare better than those that do not.

### AGENCY SPOTLIGHT:

February 11, 2013 - U.S. EDA announced a \$400,000 grant to Operation Hope of Birmingham, AL, to establish the Alabama Small Business Disaster Recovery Program, which will provide critical technical assistance to area businesses that were impacted by tornadoes in April 2011.

March 12, 2013 - U.S. EDA announced a \$1.3 million grant to the city of Dublin and County of Laurens Development Authority of Dublin, GA. The investment will help make improvements to the city's water and sewer infrastructure to support job growth and the expansion of the city's manufacturing base.

### CONTACT INFORMATION:

**Address** 401 West Peachtree Street, NW, Suite 1820, Atlanta, GA 30308

**Telephone** (404) 730-3002

**Email** [harry.p.paradice@eda.gov](mailto:harry.p.paradice@eda.gov)

**Website** <http://www.eda.gov>



## Minority Business Development Agency

An Agency within the United States Department of Commerce.

### MISSION STATEMENT:

Help create and maintain U.S. jobs by promoting the growth and global competitiveness of large, medium and small businesses owned and operated by members of the minority and Diaspora communities.

### PUBLIC SERVICES:

Through a national network of more than 40 business centers and a wide range of domestic and international strategic partners, MBDA provides Agency clients with the technical assistance and access to capital, contract opportunities and new markets they need to create new jobs. MBDA programs include Advocacy and Outreach, Grant Competitions, National Advisory Council on Minority Business Enterprise, Office of Native American Business Development, and Research and Knowledge Management.

### AGENCY SPOTLIGHT:

July 13, 2012 - MBDA invests \$1 million in Memphis, TN to boost job creation through the creation of the Memphis MBDA Business Center. The center will help minority-owned and managed firms gain access to public and private sector contracts, capital and markets.

May 15, 2013 - The Atlanta MBDA Business Center partnered with Georgia Tech's Jobs and Innovation Accelerator project to create the Health IT Cluster Partnering Program.

### CONTACT INFORMATION:

**Address** 1401 Constitution Avenue, N.W., Washington, DC 20230

**Telephone** (202) 482-0101

**Website** <http://www.mbda.gov>



# National Oceanic and Atmospheric Administration

An Agency within the United States Department of Commerce.

## MISSION STATEMENT:

Science, Service, and Stewardship.

To understand and predict changes in climate, weather, oceans, and coasts,

To share that knowledge and information with others, and

To conserve and manage coastal and marine ecosystems and resources.

## PUBLIC SERVICES:

NOAA's National Weather Service (NWS) is the nation's first line of defense against severe weather. NWS provides weather, hydrologic, and climate forecasts and warnings for the United States, its territories, adjacent waters, and ocean areas for the protection of life and property and the enhancement of the national economy. NWS data and products form a national information database which can be used by other government agencies, the private sector, the public, and the global community.

## AGENCY SPOTLIGHT:

Forecasts, observations, climate data and much more for your city and county from local offices that blanket America and its territories.

NOAA's vision for the future includes:

- Resilient Ecosystems, Communities, and Economies.
- Healthy ecosystems, communities, and economies that are resilient in the face of change

## CONTACT INFORMATION:

**Address** 1325 East West Highway, Silver Spring, MD 20910

**Website** <http://www.noaa.gov>



## Office of the Inspector General

An Agency within the United States Department of Commerce.

### MISSION STATEMENT:

To improve the programs and operations of the Department of Commerce through independent and objective oversight.

### PUBLIC SERVICES:

OIG monitors and tracks the use of taxpayer dollars through audits, inspections, evaluations, and investigations. The Inspector General keeps the Secretary of Commerce and Congress fully and currently informed about problems and deficiencies relating to Commerce's activities and the need for corrective action.

### CONTACT INFORMATION:

**Address** 401 West Peachtree Street, NW, Suite 2742, Atlanta GA 30308

**Telephone** (404) 730-2780

**Website** <http://www.oig.doc.gov>



# DEPARTMENT OF DEFENSE

## MISSION STATEMENT:

The mission of the Department of Defense (DOD) is to provide the military forces needed to deter war and to protect the security of our country. DOD headquarters is at the Pentagon. The mission of the DOD is to support the overall mission of the DOD by providing official, timely and accurate information about defense policies, organizations, functions and operations. Also, Defense.gov is the single, unified starting point for finding military information online. This mission is consistent with the DOD Principles of Information, which outline the Department's policy for providing information to military members, DOD civilians, military family members, the American public, the Congress, and the news media. The information you find here is cleared for public release in accordance with applicable DOD policies.

## PUBLIC SERVICES:

The Department of Defense is America's oldest and largest government agency. With our military tracing its roots back to pre-Revolutionary times, the Department of Defense has grown and evolved with our nation. Today, the Department is not only in charge of the military, but it also employs a civilian force of thousands. With over 1.4 million men and women on active duty, and 718,000 civilian personnel, we are the nation's largest employer. Another 1.1 million serve in the National Guard and Reserve forces. More than 2 million military retirees and their family members receive benefits. Headquarters of the Department of Defense, the Pentagon is one of the world's largest office buildings. It is twice the size of the Merchandise Mart in Chicago, and has three times the floor space of the Empire State Building in New York. Built during the early years of World War II, it is still thought of as one of the most efficient office buildings in the world. Despite 17.5 miles of corridors it takes only seven minutes to walk between any two points in the building.

## CONTACT INFORMATION:

**Address** 1400 Defense Pentagon, Washington, DC 20301

**Telephone** (703) 571-3343

**Website** <http://www.defense.gov>



## Air Force

Armed forces within the Department of Defense

### MISSION STATEMENT:

The mission of the United States Air Force is to deliver sovereign options for the defense of the United States of America and its global interests -- to fly and fight in Air, Space, and Cyberspace.

### PUBLIC SERVICES:

The Department of the Air Force incorporates all elements of the U.S. Air Force. It is administered by a civilian secretary appointed by the president and is supervised by a military chief of staff. The Secretariat and Air Staff help the secretary and the chief of staff direct the Air Force mission. To assure unit preparedness and overall effectiveness of the Air Force, the secretary of the Air Force is responsible for and has the authority to conduct all affairs of the Department of the Air Force. This includes training, operations, administration, logistical support and maintenance, and welfare of personnel. The Secretary's responsibilities include research and development, and any other activity prescribed by the President or the Secretary of Defense. The Secretary of the Air Force exercises authority through civilian assistants and the chief of staff, but retains immediate supervision of activities that involve vital relationships with Congress, the Secretary of defense, other governmental officials and the public. Principal civilian assistants within the Secretariat are the assistant secretary for acquisition, assistant secretary for manpower and Reserve affairs, assistant secretary for installations, environment and logistics, and assistant secretary for financial management and comptroller. The Office of the Secretary of the Air Force includes a general counsel, auditor general, inspector general, administrative assistant, public affairs director, legislative liaison director, small business director, war fighting integration and chief information officer, and certain statutory boards and committees.

### CONTACT INFORMATION:

**Email** <http://www.airforce.mil/main/contactus.aspx>

**Website** <http://www.af.mil>



## Army

Armed forces within the Department of Defense

### MISSION STATEMENT:

The Army exists to serve the American people, to defend the Nation, to protect vital national interests, and to fulfill national military responsibilities. Our mission is enduring: to provide necessary forces and capabilities to the Combatant Commanders in support of the national security and defense strategies. The Army recruits, organizes, trains, and equips soldiers who, as vital members of their units and the Joint Team, conduct prompt, sustained combat and stability operations on land. The Army is also charged with providing logistics and support to enable the other Services to accomplish their missions, and supporting civil authorities in time of emergency, when directed.

### AGENCY SPOTLIGHT:

Almost 600,000 soldiers are on active duty today (currently 507,000 active components, 46,000 Army National and 28,000 Army Reserve). Over 40 percent (243,000) are deployed or forward stationed, serving in 76 countries worldwide. More than 4,600 Army Civilians are serving side-by-side with them in the field, performing a variety of missions vital to America's national defense. At home, over 8,000 soldiers are on duty in support of the war on terror. The Army's operational pace remains high, continuing the trend established during the post-Cold War Era.

### CONTACT INFORMATION:

**Address** 1500 Army Pentagon, Washington, DC 20310

**Website** <http://www.army.mil>



## Marines

An Agency within the Department of Defense

### PUBLIC SERVICES:

The Marine Corps has been America's expeditionary force in readiness since 1775. We are forward deployed to respond swiftly and aggressively in times of crisis. We are soldiers of the sea, providing forces and detachments to naval ships and shore operations. We are global leaders, developing expeditionary doctrine and innovations that set the example, and leading other countries' forces and agencies in multinational military operations. These unique capabilities make us "First to Fight," and our nation's first line of defense.

### AGENCY SPOTLIGHT:

Honor, courage and commitment, the core values of the Marines, define how every Marine in the Corps thinks, acts and fights. Throughout the austere battlefields of the 21st Century, every Marine in the Corps must be confident they can rely on each other to think, act and lead. In the chaos of battle, character matters. Marines pledge themselves completely to the Constitution of the United States. From the day they first raise their hand and throughout their honorable service, the oath every Marine takes is a promise and a reminder of their commitment to defend our nation and its interests.

### CONTACT INFORMATION:

**Email** <http://www.marines.mil/ContactUs.aspx>

**Website** <http://www.marines.mil>



## Navy

An Agency within the Department of Defense

### MISSION STATEMENT:

The mission of the Navy is to maintain, train and equip combat-ready Naval forces capable of winning wars, deterring aggression and maintaining freedom of the seas.

### AGENCY SPOTLIGHT:

America was founded on the principles of courage, equality and fairness. And for well over 200 years, America's Navy has been instrumental in presenting these ideals to the world – through the selfless service of upstanding men and women; through their responsible use of incredibly powerful capabilities; and through the pride, purpose and professionalism that comes through in all they do.

### CONTACT INFORMATION:

**Telephone** (800) 872-6289

**Website** <http://www.navy.mil>



# DEPARTMENT OF EDUCATION

## MISSION STATEMENT:

The mission of the Department of Education (ED) is to promote student achievement and preparation for global competitiveness by fostering educational excellence and ensuring equal access.

## PUBLIC SERVICES:

Congress established ED on May 4, 1980, in the Department of Education Organization Act. Under this Act, ED must: strengthen the Federal commitment to assuring access to equal educational opportunity for every individual; supplement and complement the efforts of the states, the local school systems and other instrumentalities of the states, private sector, public and private nonprofit educational research institutions, community-based organizations, parents and students to improve the quality of education; encourage the increased involvement of the public, parents, and students in Federal education programs; and promote improvements in the quality and usefulness of education thru Federally supported research, evaluation, and sharing of information.

## AGENCY SPOTLIGHT:

April 8, 2013 - U.S. Secretary of Education Arne Duncan announced that Florida will receive \$26.8 million to continue efforts to turn around its persistently lowest achieving schools through the Department's School Improvement Grant (SIG) program. The Department of Education is responsible implementing: the Federal No Child Left Behind Program; for the Federal Student Loan Program; the School Improvement Grant (SIG); Title IX; the Healthy Lunchtime Challenge Program; and other programs used to enhance and improve the U.S. education system.

## CONTACT INFORMATION:

**Address** 61 Forsyth St. SW, Suite 19T40, Atlanta, GA 30303

**Telephone** (404) 974-9450

**Website** <http://www.ed.gov>



## Office of Inspector General

An Agency within the Department of Education

### MISSION STATEMENT:

The mission of the Office of Inspector General (OIG) is to promote the efficiency, effectiveness, and integrity of the Department's programs and operations. We conduct independent and objective audits, investigations, inspections, and other activities.

### PUBLIC SERVICES:

The Office of Inspector General (OIG) at the U.S. Department of Education (ED) conducts audits, investigations, and inspections of education programs and operations.

### AGENCY SPOTLIGHT:

The Office of Inspector General at the U.S. Department of Education has identified potential fraud scheme involving persons claiming to represent the U.S. Department of Education who are calling students and offering them scholarships or grants. They developed a website outlining steps that should be taken if individuals receive one of these calls.

### CONTACT INFORMATION:

<b>Address</b>	61 Forsyth Street, Rm. 19T30, Atlanta, GA 30303
<b>Telephone</b>	(404) 974-9416
<b>Website</b>	<a href="http://www2.ed.gov/about/offices/list/oig/index.html">http://www2.ed.gov/about/offices/list/oig/index.html</a>



# DEPARTMENT OF ENERGY

## MISSION STATEMENT:

The mission of the Energy Department is to ensure America's security and prosperity by addressing its energy, environmental and nuclear challenges through transformative science and technology solutions.

## PUBLIC SERVICES:

As new threats to energy delivery systems continue to evolve, the Department of Energy will remain focused on the continued development of cyber security capabilities to protect the reliability and resilience of the critical energy infrastructure

## AGENCY SPOTLIGHT:

In 2010 alone, the Energy Department's 17 National Laboratories and 5 facilities executed more than 13,500 technology transfer transactions. These transactions include a range of other research and development agreements as well as the licensing of laboratory technologies, negotiated by technology transfer offices across the Department. Technology Transfer offices at the laboratories and facilities work closely with the Energy Department to provide access for industry and academia to the technologies, expertise and unique facilities – helping to make U.S. companies and the U.S. economy more competitive.

## CONTACT INFORMATION:

**Address** 1000 Independence Ave., SW, Washington, DC 20585

**Telephone** (202) 586-5000

**Email** [The.Secretary@hq.doe.gov](mailto:The.Secretary@hq.doe.gov)

**Website** <http://www.energy.gov>



## Southeastern Power Administration

An Agency within the Department of Energy

### MISSION STATEMENT:

The mission of Southeastern is to market and deliver Federal hydroelectric power at the lowest possible cost to public bodies and cooperatives in the southeastern United States in a professional, innovative, customer-oriented manner, while continuing to meet the challenges of an ever-changing electric utility environment through continuous improvements.

### PUBLIC SERVICES:

Southeastern Power Administration's responsibilities include the negotiation, preparation, execution; and administration of contracts for the sale of electric power; preparation of repayment studies to set wholesale rates; the provision, by construction, contract or otherwise, of transmission and related facilities to interconnect reservoir projects and to serve contractual loads; and activities pertaining to the operation of power facilities to ensure and maintain continuity of electric service to its customers

### AGENCY SPOTLIGHT:

The Southeastern Power Administration, one of four power marketing administrations in the United States, markets energy generated by 22 Federal hydroelectric projects. This energy benefits 490 cooperatives and municipals located in Georgia, Florida, Alabama, Mississippi, Tennessee, Kentucky, Virginia, North Carolina, South Carolina, Virginia, West Virginia, and southern Illinois. The wholesale power benefits more than 12 million consumers in the southeast.

### CONTACT INFORMATION:

**Address** 1166 Athens Tech Road, Elberton, GA 30635-6711

**Telephone** (706) 213-3800

**Email** [info2@sepa.doe.gov](mailto:info2@sepa.doe.gov)

**Website** <http://www.sepa.doe.gov>



# DEPARTMENT OF HEALTH & HUMAN SERVICES

## PUBLIC SERVICES:

The Department of Health and Human Services (HHS) is the United States government's principal agency for protecting the health of all Americans and providing essential human services, especially for those who are least able to help themselves. HHS represents almost a quarter of all federal outlays, and it administers more grant dollars than all other federal agencies combined. HHS' Medicare program is the nation's largest health insurer, handling more than 1 billion claims per year. Medicare and Medicaid together provide health care insurance for one in four Americans. HHS works closely with state and local governments, including federally recognized tribes, and many HHS-funded services are provided at the local level by state and county agencies, or through private sector grantees. The department's programs are administered by 11 operating divisions, including eight agencies in the U.S. Public Health Service and three human services agencies. The department includes more than 300 programs, covering a wide spectrum of activities and initiatives. In addition to the services they deliver, the HHS programs provide for equitable treatment of beneficiaries nationwide, and they enable the collection of national health and other data.

## DEPARTMENT OF HEALTH & HUMAN SERVICES AGENCIES

Administration for Children and Families  
Administration for Community Living  
Agency for Healthcare Research and Quality  
Centers for Disease Control and Prevention  
Centers for Medicare and Medicaid Services  
Food and Drug Administration  
Health Resources and Services Administration

Indian Health Service  
National Institutes of Health  
Office of the Assistant Secretary for Health  
Office for Civil Rights  
Substance Abuse and Mental Health Services Administration

## CONTACT INFORMATION:

**Address** 61 Forsyth St., SW, Suite 5B95, Atlanta, GA 30303-8909

**Telephone** (404) 562-7888

**Email** [Karen.jordan@hhs.gov](mailto:Karen.jordan@hhs.gov)

**Website** <http://www.hhs.gov>



## Administration for Children and Families

An Agency within the Department of Health & Human Services

### MISSION STATEMENT:

The mission of the Administration for Children and Families (ACF) is to foster health and well-being by providing federal leadership, partnership and resources for the compassionate and effective delivery of human services.

### PUBLIC SERVICES:

The Administration for Children and Families (ACF) is a division of the Department of Health and Human Services (HHS). ACF promotes the economic and social well-being of families, children, individuals and communities. ACF administers more than 60 programs with a budget of more than \$51 billion, making it the second largest agency in HHS. Major programs include: TANF (Temporary Assistance to Needy Families), Child Care, Child Support, Child Welfare, Head Start and Runaway and Homeless Youth.

### AGENCY SPOTLIGHT:

ACF has developed and introduced a number of initiatives and priorities to improve the well being of children and families and to strengthen communities. Examples include: Assets for Independence, Early Childhood Development, Faith-based Partnerships, Healthy Marriage, Responsible Fatherhood, Human Trafficking, Tribal and the Un-served and Underserved Communities. Additionally, in Fiscal Year 2013, HHS released \$187.4 million to states to help offset energy costs for low-income households; delivered more than \$474 million in grants for Hurricane Sandy recovery; and announced action to improve the safety and quality of child care.

### CONTACT INFORMATION:

**Telephone** (202) 401-9215

**Website** <http://www.acf.hhs.gov>



## Administration for Community Living

An Agency within the Department of Health & Human Services

### MISSION STATEMENT:

The Administration for Community Living (ACL) is structured to provide general policy coordination while retaining unique programmatic operations specific to the needs of each population we serve.

### PUBLIC SERVICES:

The ACL is part of the HHS and is headed by the Administrator, who reports directly to the Secretary of Health and Human Services. ACL is comprised of: Office of Administrator; Administration on Aging; Administration on Intellectual and Developmental Disabilities; Center for Disability and Budget; and the Center for Management and Budget. ACL reduces the fragmentation that currently exists in Federal programs addressing the community living service and supports the needs of both the aging and disability populations; enhances access to quality health care and long-term services and offers support for all individuals; and promotes consistency in community living policy across other areas of the Federal government.

### AGENCY SPOTLIGHT:

In 2013 the ACL sponsored and participated in: the 8th annual world elder abuse awareness day; the National Conference on Mental Health; the Challenges of Long-Term Care series on PBS; offering funding opportunities on older adults and oral health; partnered with CDC on "In the Know; Social Media for Public Health" webinar series; webinar on the Disability Employment Tabulation 2008-2010 Overview; the Dietary Guidelines for Americans 2015; and a webinar on Community Health Workers and Reducing Disparities in Diabetes: Lessons Learned from the Front Lines of Care.

### CONTACT INFORMATION:

**Telephone** (202) 401-4634

**Email** [aclinfo@acl.hhs.gov](mailto:aclinfo@acl.hhs.gov)

**Website** <http://www.acl.gov>



## Centers for Disease Control and Prevention

An Agency within the Department of Health & Human Services

### MISSION STATEMENT:

The Centers for Disease Control and Prevention's (CDC) mission is to collaborate and to create the expertise, information, and tools that people and communities need to protect their health - thru health promotion, prevention of disease, injury and disability, and preparedness for new health threats.

### PUBLIC SERVICES:

CDC is one of the major operating components of the HHS. Other Centers, Institutes, and Offices (CIOs) that are a part of CDC's mission include: Center for Global Health, National Institute for Occupational Safety and Health, Office of Infectious Diseases, National Center for Immunization and Respiratory Diseases, National Center for Emerging and Zoonotic Infectious Diseases, Agency for Toxic Substances and Disease Registry, National Center for HIV/AIDS, Viral Hepatitis, STD, and TB Prevention.

### AGENCY SPOTLIGHT:

CDC works 24/7 saving lives, protecting people from health threats, and saving money thru prevention. In June 2013 CDC released toolkits to assist with patient notification events after unsafe medical practices. CDC urges everyone to get ready to stay cool before temperatures soar in June 2013. Anti-smoking ads increase odds of quitting in 14 countries, CDC reported in May 2013.

### CONTACT INFORMATION:

**Telephone** (404) 639-0575

**Website** <http://www.cdc.gov>



## Centers for Medicare & Medicaid Services

An Agency within the Department of Health & Human Services

### MISSION STATEMENT:

Through Medicare, Medicaid, Children Health Insurance Program, and with health insurance reforms and health care exchanges, the Centers for Medicare and Medicaid Services (CMS) is providing health care and insuring coverage for all Americans.

### PUBLIC SERVICES:

The Center for Medicare and Medicaid Services (CMS) is a branch of the HHS, and is the Federal agency which administers Medicare, Medicaid, that the Children's Health Insurance Program. CMS also provides information for health professionals, regional governments, and consumers. CMS is instrumental in providing health care for approximately 100 million people. CMS provides better health care, better health and lowering health care cost. We provide information for citizens to take health care into their own hands, explore insurance coverage options and learn how the Affordable Care Act impacts them.

### AGENCY SPOTLIGHT:

In conjunction with the White House Open Government Initiative, CMS is proud to introduce several new media resources. These resources enable CMS to further the agency's mission by supplying our audience with current and timely educational information. CMS has created several outlets, including the CMS YouTube channel and 2 Twitter accounts: @IKNGov and @CMSSGov. Our YouTube channel features a catalog of educational videos on an array of healthcare-related topics. Both CMS Twitter accounts will tweet late-breaking news and educational resources regularly.

### CONTACT INFORMATION:

**Telephone** (800) MEDICARE

**Email** [mcare@cms.hhs.gov](mailto:mcare@cms.hhs.gov)

**Website** <http://www.cms.gov>



## Food and Drug Administration

An Agency within the Department of Health & Human Services

### MISSION STATEMENT:

The Food and Drug Administration (FDA) is responsible for protecting the public health by assuring the safety, efficacy and security of human and veterinary drugs, biological products, medical devices, our nation's food supply, cosmetics, and products that emit radiation.

### PUBLIC SERVICES:

The FDA is responsible for advancing the public health by helping to speed innovations that made medicines more effective, safer, and more affordable and by helping the public get the accurate, science-based information they need to use medicines and foods to maintain and improve their health. FDA also has responsibility for regulating the manufacturing, marketing and distribution of tobacco products to protect the public health and to reduce tobacco use by minors.

### AGENCY SPOTLIGHT:

In 2013 the FDA approves two drugs for the advancement of diagnosing skin cancer; allows marketing of first A1c test labeled for diagnosing diabetes; approves new drug for advanced prostate cancer diagnoses; approves first companion diagnostic to detect gene mutation associated with some types of lung cancer; releases new tool to help prevent intentional food contamination; and issues proposal to increase consumer awareness of tanning bed risks.

### CONTACT INFORMATION:

**Telephone** (301) 796-4631

**Email** <http://www.fda.gov>



## Health Resources and Services Administration

An Agency within the Department of Health and Human Services

### MISSION STATEMENT:

The mission of the Health Resources and Services Administration (HRSA) is to improve health and achieve health equity through access to quality services, a skilled health workforce and innovative programs.

### PUBLIC SERVICES:

The HRSA is the primary Federal agency for improving access to health care services for people who are uninsured, isolated or medically vulnerable. Comprising 6 bureaus and 10 offices, HRSA provides leadership and financial support to health care providers in every state and U.S. territory. HRSA grantees provide health care to uninsured people, people living with HIV/AIDS, and pregnant women, mothers and children.

### AGENCY SPOTLIGHT:

In 2013 HRSA assisted health centers to help uninsured individuals gain affordable health care insurance coverage; worked to translate veteran's medical skills into nursing careers; provided key support for the President passing the Affordable Care Act; issued a report in conjunction with the CDC on changes in prevalence of parent-reported Autism Spectrum Disorder in school-aged children.

### CONTACT INFORMATION:

**Telephone** (301) 443-3376

**Website** <http://www.hrsa.gov>



# DEPARTMENT OF HOMELAND SECURITY

## MISSION STATEMENT:

The mission of the Department of Homeland Security is to ensure a homeland that is safe, secure, and resilient against terrorism and other hazards. Our efforts are supported by an ever-expanding set of partners. Every day, the more than 240,000 men and women of the Department contribute their skills and experiences to this important mission. Our duties are wide-ranging, but our goal is clear: a safer, more secure America.

## DEPARTMENT OF HOMELAND SECURITY AGENCIES

Federal Emergency Management Agency  
Federal Law Enforcement Training Center  
Transportation Security Administration  
United States Citizenship and Immigration Services  
United States Coast Guard (Department of Defense during declared war/ national emergency)

United States Customs and Border Protection  
Office of Field Operations  
United States Immigration and Customs Enforcement  
United States Secret Service

## CONTACT INFORMATION:

**Telephone** (202) 282-8000

**Website** <http://www.dhs.gov>



## Coast Guard

An Agency within the Department of Homeland Security

### PUBLIC SERVICES:

The U.S. Coast Guard is one of the five armed forces of the United States and the only military organization within the Department of Homeland Security. Since 1790 the Coast Guard has safeguarded our Nation's maritime interests and environment around the world. The Coast Guard is an adaptable, responsive military force of maritime professionals whose broad legal authorities, capable assets, geographic diversity and expansive partnerships provide a persistent presence along our rivers, in the ports, littoral regions and on the high seas. Coast Guard presence and impact is local, regional, national and international. These attributes make the Coast Guard a unique instrument of maritime safety, security and environmental stewardship.

### AGENCY SPOTLIGHT:

In 2012, more than 43,000 active duty members, 8,000 reservists, 8,800 civilian employees, and over 30,000 volunteer Auxiliarists: Responded to 19,790 Search and Rescue cases, saving 3,560 lives and more than \$77 million in property; removed 107 metric tons of cocaine bound toward the U.S. via the Transit Zone; conducted 919 escorts and patrols to support 190 domestic U.S. military cargo out-loads; conducted 25,500 container inspections, 5,000 facility safety and marine pollution related inspections, and 1,195 cargo transfer monitors to ensure safety and environmental stewardship of the maritime domain; boarded 1,424 high interest vessels designated as posing a greater-than-normal risk to the United States; interdicted nearly 3,000 undocumented migrants attempting to illegally enter the United States; conducted over 3,700 safety and security exams on vessels operating on the U.S. Outer Continental Shelf; conducted 4,603 investigations for reportable marine casualties involving commercial vessels; and screened over 436,000 vessels, including over 117,000 commercial vessels and 29.5 million crewmembers and passengers prior to arrival in U.S. ports.

### CONTACT INFORMATION:

**Email** <http://www.uscg.mil/global/mail>

**Website** <http://www.uscg.mil>



## Customs and Border Protection

An Agency within the Department of Homeland Security

### MISSION STATEMENT:

U.S. Customs and Border Protection is one of the Department of Homeland Security's largest and most complex components, with a priority mission of keeping terrorists and their weapons out of the U.S. It also has a responsibility for securing the border and facilitating lawful international trade and travel while enforcing hundreds of US laws and regulations, including immigration and drug laws.

### CONTACT INFORMATION:

**Telephone** (877) CBP-5511

**Website** <http://www.cbp.gov>



## Federal Emergency Management Agency

An Agency within the Department of Homeland Security

### MISSION STATEMENT:

The mission of the Federal Emergency Management Agency (FEMA) is to support our citizens and first responders to ensure that as a nation we work together to build, sustain and improve our capability to prepare for, protect against, respond to, recover from and mitigate all hazards.

### PUBLIC SERVICES:

Natural risks for the Region IV (AL, FL, GA, KY, MS, NC, SC, and TN) include hurricanes, tornadoes, flooding, droughts, ice storms, earthquakes, wildfires, and tropical storms. Six of our eight states are hurricane-prone, so Federal Coordinating Officers have been pre-designated to plan for hurricane response issues and work closely with the state emergency management agencies.

### AGENCY SPOTLIGHT:

Region IV has built a skilled workforce to support our citizens and first responders to work together to build, sustain and improve our capabilities to prevent, prepare for, protect against, respond to, recover from, and mitigate all hazards. Our Regional team works hand-in-hand with federal, state, tribal, local and private sector partners to meet the needs of its state emergency management agencies.

### CONTACT INFORMATION:

**Address** 3003 Chamblee Tucker Road, Atlanta, GA 30341

**Telephone** (770) 220-5200

**Website** <http://www.fema.gov>



## Secret Service

An Agency within the Department of Homeland Security

### MISSION STATEMENT:

The mission of the United States Secret Service is to safeguard the nation's financial infrastructure and payment systems to preserve the integrity of the economy, and to protect national leaders, visiting heads of state and government, designated sites and National Special Security Events.

### CONTACT INFORMATION:

**Address** 245 Murray Drive, Building 410, Washington DC 20223

**Telephone** (202) 406-5708

**Website** <http://www.secretservice.gov>



# United States Citizenship and Immigration Services

An Agency within the Department of Homeland Security

## MISSION STATEMENT:

The mission of the United States Citizenship and Immigration Services is to secure America's promise as a nation of immigrants by providing accurate and useful information to our customers, granting immigration and citizenship benefits, promoting an awareness and understanding of citizenship, and ensuring the integrity of our immigration system.

## PUBLIC SERVICES:

USCIS is the federal agency that oversees lawful immigration to the United States. Some of the services we provide include: Citizenship (includes the Related Naturalization Process), Immigration of Family Members, Working in the United States, Verifying an Individual's Legal Right to Work in the United States (E-verify), Humanitarian Programs, Adoptions, Civic Integration, and Genealogy.

## AGENCY SPOTLIGHT:

USCIS understands the importance of a strong partnership with Congress, and our offices throughout the country are constantly holding events for congressional audiences. Please contact your local USCIS congressional liaison or visit our website to view the Stakeholder Meetings calendar.

## CONTACT INFORMATION:

<b>Address</b>	USCIS District 8 (AL, GA, NC, SC) 2150 Parklake Drive, Atlanta, Georgia 30345
<b>Telephone</b>	770-508-1687 - Sharon Padin, District 8 Congressional Lead
<b>Email</b>	<a href="mailto:Sharon.padin@uscis.dhs.gov">Sharon.padin@uscis.dhs.gov</a>
<b>Website</b>	<a href="http://www.uscis.gov/congressionalresources">http://www.uscis.gov/congressionalresources</a>



# DEPARTMENT OF HOUSING & URBAN DEVELOPMENT

## MISSION STATEMENT:

The mission of the Department of Housing and Urban Development (HUD) is to create strong, sustainable, inclusive communities and quality affordable homes for all. HUD is working to: strengthen the housing market to bolster the economy and protect consumers; meet the need for quality affordable rental homes; utilize housing as a platform for improving quality of life; build inclusive and sustainable communities free from discrimination; and transform the way HUD does business.

## PUBLIC SERVICES:

HUD offers major mortgage, grant, and assistance regulatory programs to Americans. HUD operates a host of issues within housing and community development. The scope of HUD's goals and the diversity of our programs reflect a core philosophy at HUD, that when you choose a home, you don't just choose a physical structure, but you also choose transportation to work, schools for your children, and public safety. You choose a community and the choices available in that community, whether urban, suburban, or rural, ensures that every American family has those choices.

## AGENCY SPOTLIGHT:

In 2013 HUD settled claim alleging Bank of American and Fannie Mae discriminated against loan applicant with disabilities; announced resolution of REO issues with Wells Fargo, collaboration will focus on investment in communities; issued new guidance to encourage participation in state efforts to assist individuals moving out of institutions and into housing; made \$109 million available to revitalize housing and communities; awarded \$32 million to 30 local HIV-AIDs housing programs; and with the Veteran's Administration, provided permanent homes to 9,000 homeless vets.

## CONTACT INFORMATION:

**Telephone** (404) 331-5136

**Website** <http://www.hud.gov>



# DEPARTMENT OF THE INTERIOR

## MISSION STATEMENT:

The mission of the Department of the Interior (DOI) is to protect America's natural resources and heritage, honor our cultures, and tribal communities, and supply the energy to power our future.

## PUBLIC SERVICES:

The DOI uses sound science to manage and sustain American's lands, water, wildlife, and energy resources, honors our nation's responsibilities to tribal nations, and advocates for America's island communities. As keepers of our nation's legacy, we manage the resources in our care to benefit Americans now and in the future. DOI develops and implements the cutting-edge science and expert management techniques that make this possible. DOI is taking action to help America transform the challenges it faces today into opportunities for tomorrow.

## AGENCY SPOTLIGHT:

In 2013 the DOI continued progress to advance Bakken Oil and Gas permitting and production to help reduce natural gas flaring in the area; announced initiative to offer additional healthy, sustainable food choices at parks that will increase the number of menu items available at more than 250 food and beverage operations in national parks; and announced the first offshore renewable energy lease sale on the U.S. Outer Continental Shelf.

## CONTACT INFORMATION:

**Telephone** (202) 208-3100

**Email** [feedback@ios.doi.gov](mailto:feedback@ios.doi.gov)

**Website** <http://www.doi.gov>



## Bureau of Safety and Environmental Enforcement

An Agency within the Department of the Interior

### MISSION STATEMENT:

The mission of the Bureau of Safety and Environmental Enforcement (BSEE) is to work to promote safety, protect the environment, and conserve resources offshore through vigorous regulatory oversight and enforcement.

### PUBLIC SERVICES:

The BSEE expanded their role as a world leader in safety and environmental stewardship. With innovative regulatory approaches and appropriate collaboration with industry, BSEE fosters a culture of risk reduction and compliance among operators that results in reducing the risk of accidents and spills and an enhanced ability to respond to those that do occur with prompt and appropriate regulatory action. BSEE serves as a model for other regulatory agencies and international peers and attracts the best graduates and experts in engineering and technology with our unrivaled training and expertise.

### AGENCY SPOTLIGHT:

In 2013, the BSEE and Coast Guard sign memorandum of agreement for regulating mobile offshore drilling units. BSEE established ocean energy safety institute; announced final safety culture policy statement; and our Noble Energy and Helix Well Containment Group successfully completed a deepwater well containment exercise.

### CONTACT INFORMATION:

**Telephone** (800) 424-8802

**Website** <http://www.bsee.gov>



## National Park Service

An Agency within the Department of the Interior

### MISSION STATEMENT:

The mission of the National Park Service (NPS) is to preserve unimpaired the natural and cultural resources and values of the national park system for the enjoyment, education, and inspiration of this and future generations. The Park Service cooperates with partners to extend the benefits of natural and cultural resource conservation and outdoor recreation throughout this country and the world.

### PUBLIC SERVICES:

The NPS is a bureau of the U.S. Department of the Interior. The NPS manages 401 parks of the National Park System, which includes over 84 million acres and is comprised of 124 historical parks or sites, 78 national monuments, 59 national parks, 25 battlefields or military parks, 18 preserves, 18 recreation areas, 10 seashores, four parkways, four lakeshores and two reserves. NPS also helps administer dozens of affiliated sites, the National Register of Historic Places, National Heritage Areas, National Wild and Scenic Rivers, National Historic Landmarks, and National Trails.

### CONTACT INFORMATION:

**Telephone** (202) 208-5656

**Email** [susan\\_martin@nps.gov](mailto:susan_martin@nps.gov)

**Website** <http://www.nps.gov>



## Office of Surface Mining Reclamation and Enforcement

An Agency within the Department of the Interior

### MISSION STATEMENT:

The mission of the Office of Surface Mining Reclamation and Enforcement (OSMRE) is to carry out the requirements of the Surface Mining Control and Reclamation Act (SMCRA) in cooperation with States and Tribes. Our primary objectives are to ensure that coal mines are operated in a manner that protects citizens and the environment during mining and assures that the land is restored to beneficial use following mining, and to mitigate the effects of past mining by aggressively pursuing reclamation of abandoned coal mines.

### PUBLIC SERVICES:

In regulating active coal mining, the OSMRE maintains compliance at high levels and ensure that all mines are properly operated and promptly reclaimed to the standards established under the Act. OSMRE emphasizes prevention and ensures that long-term environmental problems do not occur. In reclaiming abandoned mine lands, OSMRE aggressively pursues reclamation with a primary emphasis on correcting the most serious problems related to public health, safety, and general welfare. OSMRE ensures maximum public benefit through the prompt and fair distribution of public funds.

### AGENCY SPOTLIGHT:

OSMRE provides grants to Flight 93 Memorial to prevent coal mine related pollution and improve the site for visitors. OSMRE grants \$312,000 to improve water quality at Flight 93 Memorial. OSMRE worked with the Pennsylvania DEP and the USGS to formally release the latest version of its water treatment software package; the software provides scientists with a way to economically and dependably create both active and passive treatment plans.

### CONTACT INFORMATION:

**Telephone** (412) 937-2828

**Website** <http://www.osmre.gov>



# United States Geological Survey

An Agency within the Department of the Interior

## MISSION STATEMENT:

The mission of the United States Geological Survey (USGS) is to serve the Nation by providing reliable scientific information to describe and understand the Earth; minimize loss of life and property from natural disasters; manage water, biological, energy, and mineral resources; and enhance and protect our quality of life.

## PUBLIC SERVICES:

As the Nation's largest water, earth, and biological science and civilian mapping agency, the USGS collects, monitors, analyzes, and provides scientific understanding about natural resource conditions, issues, and problems. The diversity of our scientific expertise enables us to carry out large-scale, multi-disciplinary investigations and provide impartial scientific information to resource managers, planners, and other customers.

## AGENCY SPOTLIGHT:

In 2013, USGS reported that the migration of Yellowstone Elk was no longer the best strategy; developed new methods to monitor riverbed and water flow to protect spawning salmon; provided a national assessment showing geographic distributions and trends of pesticide use from 1192 to 2009; reported a new insight on gas hydrates in Gulf of Mexico; confirmed U.S. amphibian populations declining at precipitous rates; and reported that endangered sea turtles feeding grounds were discovered in the Gulf of Mexico.

## CONTACT INFORMATION:

**Telephone** (770) 903-9100

**Email** [ga@usgs.gov](mailto:ga@usgs.gov)

**Website** <http://www.usgs.gov>



# DEPARTMENT OF JUSTICE

## MISSION STATEMENT:

To enforce the law and defend the interests of the United States according to the law; to ensure public safety against threats foreign and domestic; to provide federal leadership in preventing and controlling crime; to seek just punishment for those guilty of unlawful behavior; and to ensure fair and impartial administration of justice for all Americans.

## DEPARTMENT OF JUSTICE AGENCIES

Antitrust Division  
Asset Forfeiture Program  
Bureau of Alcohol, Tobacco, Firearms and Explosives  
Civil Division  
Civil Rights Division  
Community Oriented Policing Services  
Community Relations Service  
Criminal Division  
Diversion Control Program  
Drug Enforcement Administration  
Environment and Natural Resources Division  
Executive Office for Immigration Review  
Executive Office for Organized Crime Drug Enforcement Task Forces  
Executive Office for United States Attorneys  
Executive Office for United States Trustees  
Federal Bureau of Investigation  
Federal Bureau of Prisons  
Foreign Claims Settlement Commission  
INTERPOL - United States National Central Bureau  
Justice Management Division  
National Crime Information Center  
National Drug Intelligence Center  
National Institute of Corrections  
National Security Division  
Office of the Associate Attorney General  
Office of the Attorney General  
Office of Attorney Recruitment and Management  
Office of the Chief Information Officer  
Office of the Deputy Attorney General  
Office of Dispute Resolution  
Office of the Federal Detention Trustee  
Office of Information Policy  
Office of Intergovernmental and Public Liaison  
Office of Intelligence and Analysis  
Office of Justice Programs  
Office of Legal Counsel  
Office of Legal Policy  
Office of Legislative Affairs  
Office of the Pardon Attorney  
Office of Privacy and Civil Liberties  
Office of Professional Responsibility  
Office of Public Affairs  
Office of Sex Offender Sentencing, Monitoring, Apprehending, Registering and Tracking  
Office of the Solicitor General  
Office of Special Counsel  
Office of Tribal Justice  
Office on Violence Against Women  
Professional Responsibility Advisory Office  
Tax Division  
United States Attorneys  
United States Marshals  
United States Parole Commission  
United States Trustee Program



## Attorney General's Office

An Agency within the Department of Justice

### MISSION STATEMENT:

The mission of the Attorney General's Office is to enforce the law and defend the interests of the United States according to the law; to ensure public safety against threats foreign and domestic; to provide federal leadership in preventing and controlling crime; to seek just punishment for those guilty of unlawful behavior; and to ensure fair and impartial administration of justice for all Americans.

### PUBLIC SERVICES:

The Attorney General's Office is the largest law office and the central agency for enforcement of federal laws. The 1870 Act established the Department of Justice (DOJ) as "an executive department of the government of the United States". The DOJ is to handle the legal business and that gave the DOJ control over all criminal prosecutions and civil suits in which there is Federal interest. The Act gave the Attorney General's Office control over federal law enforcement.

### AGENCY SPOTLIGHT:

In May of 2013, Attorney General, Eric Holder, met with Russian Interior Minister Vladimir Kolokoltsev. In the same month Mr. Holder met with Indian Home Minister Sushilkumar Shinde. In June of 2013, the Justice Department reached agreement with California Water District on Bailout under the Voting Rights Act.

### CONTACT INFORMATION:

**Telephone** (202) 514-2000

**Email** [AskDOJ@usdoj.gov](mailto:AskDOJ@usdoj.gov)

**Website** <http://www.justice.gov>



# Bureau of Alcohol, Tobacco, Firearms and Explosives

An Agency within the Department of Justice

## MISSION STATEMENT:

The Bureau of Alcohol, Tobacco, Firearms, and Explosives (ATF) is a unique law enforcement agency in the United State Department of Justice that protects our communities from violent criminals, criminal organizations, the illegal use and trafficking of firearms, the illegal use and storage of explosives, acts of arson and bombings, acts of terrorism, and the illegal diversion of alcohol and tobacco products. We partner with communities, industries, law enforcement, and public safety agencies to safeguard the public we serve through information sharing, training, research and use of technology.

## PUBLIC SERVICES:

The ATF also regulates via licensing the sale, possession, and transportation of firearms, ammunition, and explosives in interstate commerce. Many of ATF's activities are carried out in conjunction with task forces made up of state and local law enforcement officers, such as Project Safe Neighborhoods.

## CONTACT INFORMATION:

**Address** 99 New York Avenue, NE, Washington, DC 20226

**Telephone** (800) 800-3855

**Website** <http://www.atf.gov/>



## Community Relations Service

An Agency within the Department of Justice

### MISSION STATEMENT:

The mission of the Community Relations Service (CRS) is to act as the "peacemaker" for community conflicts and tensions arising from differences of race, color, and national origin. Created by the Civil Rights Act of 1964, CRS is the only Federal agency dedicated to assist State and local units of government, private and public organizations, and community groups with preventing and resolving racial and ethnic tensions, incidents, and civil disorders, and in restoring racial stability and harmony.

### PUBLIC SERVICES:

CRS works with communities to employ strategies to prevent and respond to alleged violent hate crimes committed on the basis of actual or perceived race, color, national origin, gender, gender identity, sexual orientation, religion or disability. CRS facilitates the development of viable, mutual understandings and agreements as alternatives to coercion, violence, or litigation. It also assists communities in developing local mechanisms, conducting training, and other proactive measures to prevent racial/ethnic tension and violent hate crimes committed on the basis of actual or perceived race, color, national origin, gender, gender identity, sexual orientation, religion, or disability.

### AGENCY SPOTLIGHT:

CRS assists willing parties and explores opportunities to develop and implement local strategies that can help law enforcement, local officials, civil rights organizations, and interested community groups respond to alleged hate crimes and find ways to prevent future incidents. CRS improves community response mechanisms, by facilitating the development of community capacity to help prevent hate crimes with services and programs that include: conciliation, mediation, training, technical assistance, and other tension reduction techniques.

### CONTACT INFORMATION:

**Telephone** (202) 514-2000

**Website** <http://www.justice.gov/crs>



# Drug Enforcement Administration

An Agency within the Department of Justice

## MISSION STATEMENT:

The mission of the Drug Enforcement Administration (DEA) is to: enforce the controlled substances laws and regulations in the U.S.; bring to the criminal and civil justice system of the U.S., or any other competent jurisdiction, those involved in the illegal growing, manufacture, or distribution of controlled substances that are part of or destined for illicit drug markets in the U.S.; and recommend and support non-enforcement programs aimed at reducing the availability of illicit controlled substances on domestic and international markets.

## PUBLIC SERVICES:

The DEA is the premier drug enforcement organization in the world and the only single-mission federal agency dedicated to drug law enforcement. Using unique operational and intelligence capabilities, the men and women of DEA identify, investigate, disrupt, and dismantle major drug trafficking organizations and those who facilitate them, remove drugs and violent criminals from our neighborhoods, and fight the diversion of licit drugs.

## AGENCY SPOTLIGHT:

The DEA has 226 offices organized in 21 divisions throughout the U.S. and works closely with state and local partners to investigate and prosecute violators of our drug laws and those who facilitate them. The DEA has 85 offices in 66 countries around the world. Among government agencies, the DEA has sole responsibility for coordinating and pursuing drug investigations abroad and works in partnership with foreign law enforcement counterparts. From FY 2005 to FY 2012, the DEA stripped drug trafficking organizations of approximately \$21.5 billion in revenues through the seizure of both assets and drugs.

## CONTACT INFORMATION:

**Telephone** (202) 307-7977

**Website** <http://www.dea.gov>



## Executive Office for Immigration Review

An Agency within the Department of Justice

### MISSION STATEMENT:

The primary mission of the Executive Office for Immigration Review (EOIR) is to adjudicate immigration cases by fairly, expeditiously, and uniformly interpreting and administering the Nation's immigration laws.

### PUBLIC SERVICES:

Under delegated authority from the Attorney General, EOIR conducts immigration court proceedings, appellate reviews, and administrative hearings. The DOJ's EOIR administers the nation's immigration court system. EOIR primarily decides whether foreign-born individuals, who are charged by the Department of Homeland Security with violating immigration law, should be ordered removed from the U.S. or should be granted relief or protection from removal and be permitted to remain in this country.

### AGENCY SPOTLIGHT:

The EOIR's primary goal is to adjudicate immigration cases in a careful and timely manner, including cases involving detained aliens, criminal aliens, and aliens seeking asylum as a form of relief from removal, while ensuring the standards of due process and fair treatment for all parties involved. In support of its mission, EOIR has identified certain goals and initiatives intended to: increase productivity and timeliness of case processing by setting appropriate standards, streamlining procedures, and implementing staff-generated recommendations; implement the case processing goals of the Institutional Hearing Program, rendering a final decision in each criminal alien case prior to the alien's release from incarceration; and improve customer service by providing easier access to information thru expanded use of technology.

### CONTACT INFORMATION:

**Telephone** (703) 305-0289 - OR - (800)-898-7180

**Website** <http://www.justice.gov/eoir>



# Federal Bureau of Investigations

An Agency within the Department of Justice

## MISSION STATEMENT:

As an intelligence-driven and a threat-focused national security organization with both intelligence and law enforcement responsibilities, the mission of the Federal Bureau of Investigations (FBI) is to protect and defend the U.S. against terrorist and foreign intelligence threats, to uphold and enforce the criminal laws of the U.S., and to provide leadership and criminal justice services to federal, state, municipal, and international agencies and partners.

## PUBLIC SERVICES:

The FBI focuses on threats that challenge the foundations of American society or involve dangers too large or complex for any local or state authority to handle alone. In executing its goals, the FBI, as both a national security and law enforcement organization, will produce and use intelligence to protect the nation from threats and to bring to justice those who violate the law.

## AGENCY SPOTLIGHT:

Recent active shooting incidents have underscored the need for a coordinated and consistent law enforcement response to these incidents. And two recent actions, the passage of the Investigative Assistance for Violent Crimes Act and an administration initiative targeting violent crime, have enhanced the FBI efforts to better assist its law enforcement partners who are almost always the first on the scene. The use of botnets is on the rise by criminals, and botnet attacks, particularly against financial institutions and major U.S. businesses, have caused millions of dollars in losses. The FBI is providing information for the public on what botnets are, how they work, and what you can do to protect your computer from the botnet threat.

## CONTACT INFORMATION:

**Telephone** (404) 679-9000

**Website** <http://www.fbi.gov>



## Federal Bureau of Prisons

An Agency within the Department of Justice

### MISSION STATEMENT:

It is the mission of the Federal Bureau of Prisons is to protect society by confining offenders in the controlled environments of prisons and community-based facilities that are safe, humane, cost-efficient, and appropriately secure, and that provide work and other self-improvement opportunities to assist offenders in becoming law-abiding citizens.

### PUBLIC SERVICES:

The Federal Bureau of Prisons, judged by any standards, is widely and consistently regarded as a model of outstanding public administration, and as the best value provider of correctional services and programs in America. The Federal Bureau of Prisons protects public safety by ensuring that Federal offenders serve their sentences of imprisonment in facilities that are safe, humane, cost-efficient, and appropriately secure.

### AGENCY SPOTLIGHT:

Today, the Federal Bureau of Prisons consists of 119 institutions, 6 regional offices, a Central Office (headquarters), 2 staff training centers, and 22 residential reentry management offices. The Federal Bureau of Prisons: provides public safety assuring that no escapes or disturbances occur in its facilities; ensures physical safety of all inmates thru a controlled environment that meets each inmate's need for security thru elimination of violence, predatory behavior, gang activity, drug use, and inmate weapons; and provides health care, mental, spiritual, educational, vocational and work programs for the inmates.

### CONTACT INFORMATION:

**Telephone** (202) 514-6551

**Email** [bop-ipp/publicaffairs@bop.gov](mailto:bop-ipp/publicaffairs@bop.gov)

**Website** <http://www.bop.gov>



## Office of the Inspector General

An Agency within the Department of Justice

### MISSION STATEMENT:

The Department of Justice's (DOJ) Office of the Inspector General's (OIG) mission is to detect and deter waste, fraud, abuse, and misconduct in DOJ programs and personnel, and to promote economy and efficiency in those programs.

### PUBLIC SERVICES:

The OIG investigates alleged violations of criminal and civil laws by DOJ employees and also audits and inspects DOJ programs. The Inspector General, who is appointed by the President subject to Senate confirmation, reports to the Attorney General and Congress. The OIG safeguards national security and enforces federal laws in a coordinated and effective fashion to facilitate the restoring of confidence in the DOJ.

### AGENCY SPOTLIGHT:

The OIG of DOJ assures that DOJ completes their assignments which include: managing federal prisons; protecting civil rights and civil liberties; restoring confidence and coordination among law enforcement agencies; enforcing against fraud and financial offenses; and administering grants and contracts.

### CONTACT INFORMATION:

**Telephone** (404) 562-1980

**Email** [dojoig.atlantacomplaints@usdoj.gov](mailto:dojoig.atlantacomplaints@usdoj.gov)

**Website** <http://www.justice.gov/oig>



# DEPARTMENT OF LABOR

## MISSION STATEMENT:

The mission of the Department of Labor (DOL) is to foster, promote, and develop the welfare of the wage earners, job seekers, and retirees of the United States; improve working conditions; advance opportunities for profitable employment; and assure work-related benefits and rights. In carrying out this mission, the Department of Labor administers and enforces more than 180 federal laws. These mandates and the regulations that implement them cover many workplace activities for about 10 million employers and 125 million workers.

## DEPARTMENT OF LABOR AGENCIES

- |  |   |
|--|---|
| Administrative Review Board  | Office of Workers' Compensation Programs                            |
| Benefits Review Board  | Veterans' Employment and Training Service                           |
| Bureau of International Labor Affairs  | Wage and Hour Division  |
| Bureau of Labor Statistics   | Women's Bureau  |
| Center for Faith-Based and Neighborhood Partnerships                         | Office of Administrative Law Judges                                 |
| Employee Benefits Security Administration                                    | Office of Congressional & Intergovernmental Affairs                 |
| Employees' Compensation Appeals Board  | Office of the Assistant Secretary for Administration and Management |
| Ombudsman for the Energy Employees Occupational Illness Compensation Program | Office of the Assistant Secretary for Policy                        |
| Employment and Training Administration                                       | Office of the Chief Financial Officer                               |
| Mine Safety and Health Administration  | Office of the Chief Information Officer                             |
| Occupational Safety and Health Administration                                | Office of Disability Employment Policy                              |
| Office of Federal Contract Compliance Programs                               | Office of Public Engagement   |
| Office of Inspector General  | Office of the Solicitor   |
| Office of Labor-Management Standards   | Office of the Secretary   |



## Bureau of Labor Statistics

An Agency within the Department of Labor

### MISSION STATEMENT:

The Bureau of Labor Statistics (BLS) of the U.S. Department of Labor is the principal Federal agency responsible for measuring labor market activity, working conditions, and price changes in the economy. Our mission is to collect, analyze, and disseminate essential economic information to support public and private decision-making. As an independent statistical agency, BLS serves its diverse user communities by providing products and services that are objective, timely, accurate, and relevant.

### PUBLIC SERVICES:

Major Economic Indicators produced by the BLS include the Consumer Price Index, Employment Cost Index, Employment Situation, Producer Price Index, Productivity and Costs, Real Earnings, and U.S. Import and Export Price Index.

### AGENCY SPOTLIGHT:

- Unique Visitors to BLS Website per Month, on average: 4 million
- 35,192 public inquiries received and answered in 2012
- BLS reached 25,086 data users at 286 outreach and educational activities in 2012
- Data series downloaded for customers' own use, on average, per month: 3,968,796 downloads

### CONTACT INFORMATION:

**Address** 200 Constitution Ave, NW Washington, DC 20210

**Telephone** (202) 693-4600

**Website** <http://www.dol.gov/ocia>



## Employee Benefits Security Administration

An Agency within the Department of Labor

### MISSION STATEMENT:

The mission of the Employee Benefits Security Administration (EBSA) is to assure the security of the retirement, health and other workplace related benefits of America's workers and their families. We will accomplish this mission by developing effective regulations; assisting and educating workers, plan sponsors, fiduciaries and service providers; and vigorously enforcing the law.

### PUBLIC SERVICES:

The Employee Benefits Security Administration is committed to educating and assisting the 141 million Americans covered by more than 707,000 private retirement plans, 2.3 million health plans, and similar numbers of other welfare benefit plans holding over \$6.7 trillion in assets; as well as plan sponsors and members of the employee benefits community. EBSA balances proactive enforcement with compliance assistance and works diligently to provide quality assistance to plan participants and beneficiaries.

### CONTACT INFORMATION:

**Address** 200 Constitution Ave, NW Washington, DC 20210

**Telephone** (202) 693-4600

**Website** <http://www.dol.gov/ocia>



## Employment and Training Administration

An Agency within the Department of Labor

### MISSION STATEMENT:

The mission of the Employment and Training Administration (ETA) is to contribute to the more efficient functioning of the labor market by providing high quality job training, employment, labor market information, and income maintenance services primarily through state and local workforce development systems.

### PUBLIC SERVICES:

The ETA provides quality employment and training services to assist eligible individuals in finding and qualifying for meaningful employment and to help employers find the skilled workers they need to compete and succeed in business.

### CONTACT INFORMATION:

**Address** 200 Constitution Ave, NW Washington, DC 20210

**Telephone** (202) 693-4600

**Website** <http://www.dol.gov/ocia>



## Office of Congressional & Intergovernmental Affairs

An Agency within the Department of Labor

### MISSION STATEMENT:

The Office of Congressional and Intergovernmental Affairs (OCIA) promotes the "Good Jobs for Everyone" principles to policymakers both in Washington, D.C. and throughout state and local governments. OCIA assists the Secretary, Deputy Secretary, agency heads and the departmental staff in developing effective programs and strategies to achieve the Department's legislative goals and objectives. OCIA also coordinates with Departmental leadership to educate policymakers about the Department's programs and federal labor issues.

### PUBLIC SERVICES:

OCIA assists Congressional staff with a variety of casework inquiries, requests for technical assistance, and information about the Department's agencies. OCIA can assist with almost any Department of Labor issue, and if not, we will direct staff where to go.

### CONTACT INFORMATION:

**Address** 200 Constitution Ave, NW Washington, DC 20210

**Telephone** (202) 693-4600

**Website** <http://www.dol.gov/ocia>



## Office of the Solicitor

An Agency within the Department of Labor

### MISSION STATEMENT:

The Office of the Solicitor's (SOL) mission is to meet the legal service demands of the entire Department of Labor. As the Secretary of Labor and other Department officials seek to accomplish the Department's overall mission and to further specific priorities, the SOL provides legal advice regarding how to achieve those goals. In doing so, SOL ensures that the Nation's labor laws are forcefully and fairly applied to protect the Nation's workers.

### PUBLIC SERVICES:

SOL fulfills its mission by representing the Secretary and the client agencies in all necessary litigation, including both enforcement actions and defensive litigation, and in alternative dispute resolution activities; by assisting in the development of regulations, standards and legislative proposals; and by providing legal opinions and advice concerning all the Department's activities.

### CONTACT INFORMATION:

**Address** 200 Constitution Ave, NW Washington, DC 20210

**Telephone** (202) 693-4600

**Website** <http://www.dol.gov/ocia>



## Wage and Hour Division

An Agency within the Department of Labor

### MISSION STATEMENT:

The Wage and Hour Division (WHD) enforces Federal minimum wage, overtime pay, recordkeeping, and child labor requirements of the Fair Labor Standards Act. WHD also enforces the Migrant and Seasonal Agricultural Worker Protection Act, the Employee Polygraph Protection Act, the Family and Medical Leave Act, wage garnishment provisions of the Consumer Credit Protection Act, and a number of employment standards and worker protections as provided in several immigration related statutes. Additionally, WHD administers and enforces the prevailing wage requirements of the Davis Bacon Act and the Service Contract Act and other statutes applicable to Federal contracts for construction and for the provision of goods and services.

### PUBLIC SERVICES:

Specifically, the office deals with; recordkeeping, youth and special employment, Fair Labor Standards Act (minimum wage, overtime, child labor), Family and Medical Leave Act of 1993 (leave), Migrant and Seasonal Agricultural Workers Protection Act (migrant workers, H-2A Visa program, Field Sanitation Provisions of the Occupational Safety and Health Act), Employee Polygraph Protection Act, worker protections in temporary worker programs, Davis–Bacon Act, McNamara–O’Hara Service Contract Act, Walsh–Healey Public Contracts Act, Contract Work Hours and Safety Standards Act (prevailing wages, government contracts), and the Consumer Credit Protection Act (wage garnishment).

### CONTACT INFORMATION:

<b>Address</b>	200 Constitution Ave, NW Washington, DC 20210
<b>Telephone</b>	202-693-4600
<b>Website</b>	<a href="http://www.dol.gov/ocia">http://www.dol.gov/ocia</a>



# DEPARTMENT OF STATE

## MISSION STATEMENT:

The mission of the State Department is to create a more secure, democratic, and prosperous world for the benefit of the American people and the international community.

## PUBLIC SERVICES:

The State Department advances its mission to inform the American people and global audiences in a variety of ways, including: strategic and tactical communications planning to advance America's foreign policy interests; conducting press briefings for domestic and foreign press corps; pursuing media outreach, enabling Americans everywhere to hear directly from key Department officials through local, regional, and national media interviews; managing the State Department's website at state.gov and developing web pages with up-to-date information about U.S. foreign policy; using social media and other modern technologies to engage the public; Overseeing the State Department's six international Regional Media Hubs, which serve as overseas platforms for engagement of foreign audiences via the internet and broadcast and print media; answering questions from the public about current foreign policy issues by phone, email, letter, or through social media; arranging town meetings and scheduling speakers to visit universities, chambers of commerce, and communities to discuss U.S. foreign policy and why it is important to all Americans; producing and coordinating audio-visual products and services in the U.S. and abroad for the public, the press, the Secretary of State, and Department bureaus and offices; and preparing historical studies on U.S. diplomacy and foreign affairs matters.

## CONTACT INFORMATION:

**Address** 2201 C Street NW, Washington, DC 20520

**Telephone** (202) 647-4000

**Website** <http://www.state.gov>



# DEPARTMENT OF TRANSPORTATION

## MISSION STATEMENT:

The mission of the Department of Transportation (DOT) is to serve the United States by ensuring a fast, safe, efficient, accessible and convenient transportation system that meets our vital national interests and enhances the quality of life of the American people, today and into the future.

## DEPARTMENT OF THE TRANSPORTATION AGENCIES

Federal Aviation Administration (FAA)  
Federal Highway Administration (FHWA)  
Federal Motor Carrier Safety Administration (FMCSA)  
Federal Railroad Administration (FRA)  
Federal Transit Administration (FTA)  
Maritime Administration (MARAD)  
National Highway Traffic Safety Administration (NHTSA)

Office of Inspector General (OIG)  
Office of the Secretary of Transportation (OST)  
Pipeline and Hazardous Materials Safety Administration (PHMSA)  
Research and Innovative Technology Administration (RITA)  
Saint Lawrence Seaway Development Corporation (SLSDC)  
Surface Transportation Board (STB)



## Federal Aviation Administration

An Agency within the Department of Transportation

### MISSION STATEMENT:

The mission of the Federal Aviation Administration (FAA) is to provide the safest, most efficient aerospace system in the world.

### PUBLIC SERVICES:

The FAA's National Airspace System (NAS) consists of a complex network of aviation-related systems and aircraft combined with the people who certify, operate, and maintain these systems. The network includes more than 19,000 airports, 550 air traffic control facilities, and approximately 65,000 other facilities and pieces of equipment. More than 47,000 FAA personnel and 617,000 pilots manage more than 229,500 aircraft within the NAS. American air traffic controllers can be responsible for up to 2,880 flights at any given moment; that is half of the world's air traffic.

### AGENCY SPOTLIGHT:

In 2012, FAA broke ground on a new \$16.4 million control tower at Fort Lauderdale Executive Airport and awarded a \$13.6 million grant to build a new terminal at Albert J. Ellis airport in North Carolina.

### CONTACT INFORMATION:

**Address** 1701 Columbia Ave, College Park, GA 30337

**Telephone** (404) 305-5000

**Website** <http://www.faa.gov>



## Federal Highway Administration

An Agency within the Department of Transportation

### MISSION STATEMENT:

The mission of the Federal Highway Administration (FHWA) is to improve mobility on our Nation's highways through national leadership, innovation, and program delivery.

### PUBLIC SERVICES:

The FHWA's Federal Highway Programs are effectively and consistently delivered through successful partnerships, value-added stewardship, and risk-based oversight to achieve our objectives: implement the American Recovery and Reinvestment Act; continually improve program integrity through risk-based oversight; improve FHWA's ability to make operational and strategic decisions to maximize the effectiveness and efficiency of our programs; and continually improve the ability of FHWA and our partners to efficiently manage Federal Highway Programs through innovation, streamlining, and value-added stewardship.

### AGENCY SPOTLIGHT:

Significant projects initiated for Region IV in 2013 include a \$1.3 billion new bridge in Louisville, KY and a \$10 million grant for a river walk project in Tampa, FL. Both of the initiatives are expected to create jobs and create additional transportation options for residents.

### CONTACT INFORMATION:

**Address** 61 Forsyth Street SW, Suite 17T26, Atlanta, GA 30303

**Telephone** (703) 562-3570

**Website** <http://www.fhwa.dot.gov>



## Federal Railroad Administration

An Agency within the Department of Transportation

### MISSION STATEMENT:

The mission of the Federal Railroad Administration (FRA) is to enable the safe, reliable, and efficient movement of people and goods for a strong America, now and in the future.

### PUBLIC SERVICES:

FRA accomplishes this mission primarily through issuance, implementation, and enforcement of safety regulations, selective investment in rail corridors across the country, and research and technology development. Eight Regional Administrators, under the supervision of the Chief Safety Officer, are primarily responsible for enforcement of all Federal laws and regulations related to railroad safety and developing, implementing and monitoring a regional safety program.

### CONTACT INFORMATION:

**Address** 61 Forsyth Street SW, Suite 16T20, Atlanta, GA 30303

**Telephone** (202) 493-6022

**Email** [Nathan.robinson@dot.gov](mailto:Nathan.robinson@dot.gov)

**Website** <http://www.fra.dot.gov>



## Office of Inspector General

An Agency within the Department of Transportation

### MISSION STATEMENT:

The Office of Inspector General (OIG) is committed to fulfilling its statutory responsibilities and supporting members of Congress, the Secretary, senior Department officials, and the public in achieving a safe, efficient, and effective transportation system.

### PUBLIC SERVICES:

The OIG conducts audits, investigations, and other reviews of Department of Transportation (DOT) programs and operations to proactively identify deficiencies; assess internal controls; examine allegations of fraud, waste, and abuse; provide technical assistance to key stakeholders; evaluate program results and highlight best practices; and make recommendations for improving effectiveness.

### AGENCY SPOTLIGHT:

During the first half of fiscal year 2013, OIG-DOT issued 67 audit reports with a total of 170 recommendations, including financial recommendations totaling over \$2.75 billion. The OIG investigative work resulted in 40 indictments, 40 convictions, and a total of almost \$6.15 million in fines, restitution, and recoveries.

### CONTACT INFORMATION:

**Address** 61 Forsyth Street SW, Suite 17T60, Atlanta, GA 30303

**Telephone** (202) 366-1544

**Website** <http://www.oig.dot.gov>



## Pipeline and Hazardous Materials Safety Administration

An Agency within the Department of Transportation

### MISSION STATEMENT:

The mission of the Pipeline and Hazardous Materials Safety Administration (PHMSA) is to protect people and the environment from the risks of hazardous materials transportation.

### PUBLIC SERVICES:

PHMSA establishes national policy, sets and enforces standards, educates, and conducts research to prevent incidents. The agency also prepares the public and first responders to reduce consequences if an incident does occur.

### AGENCY SPOTLIGHT:

PHMSA continues to promote the "Call before you dig" campaign. By calling 811 to have underground utilities identified prior to digging, individuals can prevent a leading cause of pipeline death and injury. Additionally, PHMSA provides numerous safety alerts and advisories regarding hazardous materials and their transport.

### CONTACT INFORMATION:

**Address** 233 Peachtree Street NE, Suite 600, Atlanta, GA 30303

**Telephone** (404) 832-1140

**Website** <http://www.phmsa.dot.gov>



# DEPARTMENT OF THE TREASURY

## MISSION STATEMENT:

The mission of the Department of the Treasury is to maintain a strong economy and create economic and job opportunities by promoting the conditions that enable economic growth and stability at home and abroad, strengthening national security by combating threats and protecting the integrity of the financial system, and managing U.S. Government finances and resources effectively.

## DEPARTMENT OF THE TREASURY AGENCIES

Alcohol and Tobacco Tax and Trade Bureau  
Bureau of Engraving and Printing  
Bureau of the Public Debt  
Community Development Financial Institutions Fund  
Federal Consulting Group  
Financial Crimes Enforcement Network  
Financial Management Service  
Internal Revenue Service  
Office of the Comptroller of the Currency

Office of Thrift Supervision  
Office of Financial Stability  
United States Mint  
Office of Domestic Finance  
Office of Economic Policy  
Office of International Affairs  
Office of Tax Policy  
Office of Terrorism and Financial Intelligence



## Bureau of the Public Debt

An Agency within the Department of the Treasury

### MISSION STATEMENT:

The mission of the Bureau of the Public Debt is to borrow the money needed to operate the federal government, account for the resulting debt, and provide reimbursable support services to federal agencies.

Article I, Section 8 of the Constitution empowers the Congress to borrow money on the credit of the United States. This authority has been delegated to the Secretary of the Treasury. As an organizational entity within Treasury's Fiscal Service, the Bureau of the Public Debt is authorized to conduct such borrowing for the federal government.

### PUBLIC SERVICES:

The Bureau of the Public Debt provides services to a broad range of individual and institutional investors in Treasury securities. Other customers of the Bureau of the Public debt include government securities brokers and dealers, federal agencies, state and local governments, and a diverse array of market participants who rely on our public debt accounting information.

### CONTACT INFORMATION:

**Telephone** (202) 504-3502

**Website** <http://www.publicdebt.treas.gov>



## Internal Revenue Service

An Agency within the Department of the Treasury

### MISSION STATEMENT:

The mission of the Internal Revenue Service (IRS) is to provide America's taxpayers top quality services by helping them understand and meet their tax responsibilities and enforcing the law with integrity and fairness to all.

### PUBLIC SERVICES:

- In the United States, the Congress passes tax laws and requires taxpayers to comply.
- The taxpayer's role is to understand and meet his or her tax obligations.
- The IRS role is to help the large majority of compliant taxpayers with the tax law, while ensuring that the minority who are unwilling to comply pay their fair share.

### CONTACT INFORMATION:

**Address** 401 W. Peachtree St. NW, Atlanta, GA 30308

**Telephone** Atlanta Office (404) 338-7962

**Website** <http://www.irs.gov>



## Office of the Comptroller of the Currency

An Agency within the Department of the Treasury

### MISSION STATEMENT:

The mission of the Office of the Comptroller of the Currency (OCC) is to charter, regulate, and supervise all national banks and federal savings associations. The OCC also supervises the federal branches and agencies of foreign banks. The goal of the OCC in supervising banks and federal savings associations is to ensure that they operate in a safe and sound manner in compliance with laws requiring fair treatment of their customers and fair access to credit and financial products.

### PUBLIC SERVICES:

The OCC staff of bank examiners conducts on-site reviews of national banks and federal savings associations (or federal thrifts) and provides sustained supervision of these institutions' operations. Examiners analyze loan and investment portfolios, funds management, capital, earnings, liquidity, sensitivity to market risk for all national banks and federal thrifts, and compliance with consumer banking laws for national banks and thrifts with less than \$10 billion in assets. They review internal controls, internal and external audit, and compliance with law. They also evaluate management's ability to identify and control risk.

### CONTACT INFORMATION:

**Address** 400 7th Street SW, Suite 3E-218, Washington, D.C. 20219

**Telephone** (202) 649-6800

**Email** [publicaffairs3@occ.treas.gov](mailto:publicaffairs3@occ.treas.gov)

**Website** <http://www.occ.gov>



# DEPARTMENT OF VETERANS AFFAIRS

## MISSION STATEMENT:

The mission of the Department of Veterans Affairs is to fulfill President Lincoln's promise "To care for him who shall have borne the battle, and for his widow, and his orphan" by serving and honoring the men and women who are America's veterans.

## PUBLIC SERVICES:

The Department's mission falls into two basic tasks that include informing the veterans and their families about veterans' benefits, and directly assisting and advising veterans and their families in securing the federal and state benefits to which they are entitled.

## AGENCY SPOTLIGHT:

The Department owns the Georgia War Veterans Home in Milledgeville which is operated under contract with Priva Trends of Toccoa, Ga., and the Georgia War Veterans Nursing Home in Augusta which is operated under contract with the Medical College of Georgia

## CONTACT INFORMATION:

**Address** 2 Martin Luther King, Jr. Drive SE, Room 426A, Atlanta, GA 30034

**Telephone** (404) 656-5940

**Website** <http://www.va.gov>



## National Cemetery Administration

An Agency within the Department of Veterans Affairs

### MISSION STATEMENT:

The mission of the National Cemetery Office is to honor veterans with a final resting place and lasting memorials that commemorate their service to our nation.

### PUBLIC SERVICES:

Veterans with a discharge other than dishonorable, their spouses and eligible dependent children can be buried in a national cemetery. Other burial benefits include a burial flag, a Presidential Memorial Certificate and a government headstone or marker – even if they are not buried in a national cemetery

### AGENCY SPOTLIGHT:

Georgia National Cemetery is administered by the Department of Veterans Affairs (VA), the 775-acre site is located in Cherokee County, approximately 40 miles north of Atlanta, along state Route 20, west of Canton. Nearly 400,000 veterans and their families live within the service radius of the national cemetery. The land for the cemetery was donated to VA by Scott Hudgens, the late Atlanta World War II veteran, land developer and philanthropist. To build the cemetery, the VA awarded a \$31 million contract to J. M. Wilkerson Construction Company, Inc., of Marietta, Ga., in December 2004

### CONTACT INFORMATION:

**Address** 1700 Clairmont Road, 4th Floor, Decatur, GA 30033

**Telephone** (866) 236-8159

**Website** <http://www.cem.va.gov>



# EQUAL EMPLOYMENT OPPORTUNITY COMMISSION

## MISSION STATEMENT:

The U.S. Equal Employment Opportunity Commission (EEOC) is responsible for enforcing federal laws that make it illegal to discriminate against a job applicant or an employee because of the person's race, color, religion, sex (including pregnancy), national origin, age (40 or older), disability or genetic information. It is also illegal to discriminate against a person because the person complained about discrimination, filed a charge of discrimination, or participated in an employment discrimination investigation or lawsuit.

## PUBLIC SERVICES:

The EEOC has the authority to investigate charges of discrimination against employers who are covered by the law. The EEOC also works to prevent discrimination before it occurs through outreach, education and technical assistance programs.

The EEOC provides leadership and guidance to federal agencies on all aspects of the federal government's equal employment opportunity program. EEOC assures federal agency and department compliance with EEOC regulations, provides technical assistance to federal agencies concerning EEO complaint adjudication, monitors and evaluates federal agencies' affirmative employment programs, develops and distributes federal sector educational materials, conducts training for stakeholders, provides guidance and assistance to our Administrative Judges who conduct hearings on EEO complaints, and adjudicates appeals from administrative decisions made by federal agencies on EEO complaints.

## CONTACT INFORMATION:

**Address** 100 Alabama Street, SW, Suite 4R30, Atlanta GA 30303

**Telephone** (800) 669-4000

**Website** <http://www.eeoc.gov>



# ENVIRONMENTAL PROTECTION AGENCY

## MISSION STATEMENT:

The mission of the Environmental Protection Agency is to protect human health and the environment.

## PUBLIC SERVICES:

The principal point of contact for Congress, states and local governments at the EPA is the Office of External Affairs (OEA). The EPA's Office of Congressional and Intergovernmental Relations (OCIR) serves as liaison with these constituencies on the Agency's major programs (e.g., air, pesticides, water, and waste) and intergovernmental issues.

## AGENCY SPOTLIGHT:

EPA awards more than \$4.3 Million in Partnership with the National Science Foundation (NSF) and the National Oceanic and Atmospheric Administration (NOAA) for climate and air quality research to Southern Company, Electric Power Research Institute provide additional support. EPA survey shows \$384 Billion needed for drinking water infrastructure by 2030. EPA and the Department of Agriculture (USDA) join together to help Americans reduce wasted food. EPA and the National Institutes of Health (NIH) announce the winning team in My Air, My Health Challenge. Winners developed a low cost, real time personal digital device that measures health effects of harmful pollutions.

## CONTACT INFORMATION:

**Telephone** (404) 562-8295

**Website** <http://www.epa.gov>



# FEDERAL COMMUNICATIONS COMMISSION

## MISSION STATEMENT:

The mission of the Federal Communications Commission (FCC) is to make available so far as possible, to all the people of the United States, without discrimination on the basis of race, color, religion, national origin, or sex, rapid, efficient, Nation-wide, and world-wide wire and radio communication services with adequate facilities at reasonable charges. Furthermore the FCC was created for the purpose of the national defense and for the purpose of promoting safety of life and property through the use of wire and radio communications.

## CONTACT INFORMATION:

**Address** 445 12th Street SW, Washington, DC 20554

**Telephone** (888) 225-5322

**Email** [fccinfo@fcc.gov](mailto:fccinfo@fcc.gov)

**Website** <http://www.fcc.gov>



# FEDERAL DEPOSIT INSURANCE CORPORATION

## MISSION STATEMENT:

The Federal Deposit Insurance Corporation (FDIC) is an independent agency created by the Congress to maintain stability and public confidence in the nation's financial system by:

- insuring deposits,
- examining and supervising financial institutions for safety and soundness and consumer protection, and
- managing receiverships.

## PUBLIC SERVICES:

The FDIC is a recognized leader in promoting sound public policies, addressing risks in the nation's financial system, and carrying out its insurance, supervisory, consumer protection, and receivership management responsibilities.

## CONTACT INFORMATION:

**Telephone** (877) 275-3342

**Email** [publicinfo@fdic.gov](mailto:publicinfo@fdic.gov)

**Website** <http://www.fdic.gov>



# FEDERAL ENERGY REGULATORY COMMISSION

## MISSION STATEMENT:

The mission of the Federal Energy Regulatory Commission (FERC) is to ensure reliable, efficient and sustainable energy for customers as well as assist consumers in obtaining reliable, efficient and sustainable energy services at a reasonable cost through appropriate regulatory and market means.

## PUBLIC SERVICES:

The FERC is an independent agency that regulates the interstate transmission of natural gas, oil, and electricity. FERC also regulates hydropower projects.

## AGENCY SPOTLIGHT:

These are the most important issues that are either pending before or being implemented by the FERC. Top initiatives include efforts related to industries regulated by the FERC, and actions that are being taken to improve FERC services for the public:

- Smart Grid
- Demand Response
- Integration of Renewables
- Order No. 1000 - Transmission Planning and Cost Allocation

## CONTACT INFORMATION:

**Address** 888 First Street, NE, Washington, DC 20426

**Telephone** (866) 208-3372

**Email** [customer@ferc.gov](mailto:customer@ferc.gov)

**Website** <http://www.ferc.gov>



# FEDERAL EXECUTIVE BOARD

## MISSION STATEMENT:

The mission of the Federal Executive Board is to create value to the public by fostering communication, coordination and collaboration with Federal, state, and local government agencies.

## PUBLIC SERVICES:

Federal Executive Boards serve as prime means for disseminating information within the Federal Government, for interagency training and for promoting discussion of Federal policies and activities of importance to all Federal Executive in the field. The Board also serves as channels of communication to Washington D.C. on government wide management issues requiring special attention.

## AGENCY SPOTLIGHT:

The Atlanta FEB strives to provide cost effective service that advances national and local initiatives, through enhanced partnerships, in such a manner that inspires public trust and confidence. The Atlanta FEB has over 130 members representing more than 44,000 Federal employees in the Atlanta area.

## CONTACT INFORMATION:

**Address** 75 Spring Street, S.W. Room 1142, Atlanta, GA 30303

**Telephone** (404) 331-4400

**Email** [AtlantaFEB@gsa.gov](mailto:AtlantaFEB@gsa.gov)

**Website** <https://atlanta.feb.gov>



# FEDERAL LABOR RELATIONS AUTHORITY

## MISSION STATEMENT:

The Federal Labor Relations Authority (FLRA) exercises leadership under the Statute to promote stable, constructive labor relations that contribute to a more effective and efficient Government. The FLRA mission is to carry out five primary statutory responsibilities as efficiently as possible and in a manner that gives full effect to the rights afforded employees and agencies under the Statute. The five primary statutory responsibilities are; resolving complaints of unfair labor practices (ULPs), determining the appropriateness of units for labor organization representation (REP), adjudicating exceptions to arbitrators' awards (ARB), adjudicating legal issues relating to the duty to bargain (NEG), and resolving impasses during negotiations (Impasse). In order to perform the many and varied functions in administering and enforcing the Statute, the FLRA is organized into three distinct components: the Authority, the Office of the General Counsel, and the Federal Service Impasses Panel. All components support and engage in collaboration and alternative dispute resolution (ADR) activities as an integral part of their program.

## CONTACT INFORMATION:

<b>Address</b>	1400 K Street, NW, Washington, DC 20424
<b>Telephone</b>	(202) 218-7770
<b>Website</b>	<a href="http://www.flra.gov">http://www.flra.gov</a>



# FEDERAL TRADE COMMISSION

## MISSION STATEMENT:

The mission of the Federal Trade Commission (FTC) is to prevent business practices that are anticompetitive, deceptive, or unfair to consumers; to enhance informed consumer choice and public understanding of the competitive process; and to accomplish this without unduly burdening legitimate business activity.

## PUBLIC SERVICES:

The FTC is the only federal agency with both consumer protection and competition jurisdiction in broad sectors of the economy. The FTC pursues vigorous and effective law enforcement; advances consumers' interests by sharing its expertise with federal and state legislatures and U.S. and international government agencies; develops policy and research tools through hearings, workshops, and conferences; and creates practical and plain-language educational programs for consumers and businesses in a global marketplace with constantly changing technologies. FTC's work is performed by the Bureaus of Consumer Protection, Competition and Economics. That work is aided by the Office of General Counsel and seven regional offices.

## CONTACT INFORMATION:

**Address** 600 Pennsylvania Avenue NW, Washington, DC 20580

**Telephone** (202) 326-2222

**Website** <http://www.ftc.gov>



# GOVERNMENT ACCOUNTABILITY OFFICE

## MISSION STATEMENT:

The mission of the Government Accountability Office (GAO) is to support the Congress in meeting its constitutional responsibilities and help improve the performance and ensure the accountability of the federal government for the benefit of the American people. GAO provides Congress with timely information that is objective, fact-based, nonpartisan, non-ideological, fair, and balanced.

## PUBLIC SERVICES:

We support congressional oversight by auditing agency operations to determine whether federal funds are being spent efficiently and effectively; investigating allegations of illegal and improper activities; reporting on how well government programs and policies are meeting their objectives; performing policy analyses and outlining options for congressional consideration; and issuing legal decisions and opinions, such as bid protest rulings and reports on agency rules. We advise Congress and the heads of executive agencies about ways to make government more efficient, effective, ethical, equitable and responsive. Our work leads to laws and acts that improve government operations, saving the government and taxpayers billions of dollars.

## CONTACT INFORMATION:

**Address** 441 G Street, NW, Washington, DC 20548

**Telephone** (202) 512-4400

**Email** [congre1@geo.gov](mailto:congre1@geo.gov)

**Website** <http://www.gao.gov/congress.html>



# GENERAL SERVICES ADMINISTRATION

## MISSION STATEMENT:

The mission of the General Services Administration (GSA) is to deliver the best value in real estate, acquisition, and technology services to government and the American people.

## PUBLIC SERVICES:

GSA manages \$500 billion in federal assets, owns or leases 9,600 federal buildings, owns or leases 215,000 vehicles, and preserves 478 historic properties.

## AGENCY SPOTLIGHT:

The priorities for GSA include delivering better value and savings, serving GSA partners, expanding opportunities for small businesses, making a more sustainable government, leading with innovation, and building a stronger GSA.

## CONTACT INFORMATION:

**Address** 77 Forsyth Street, Atlanta, GA 30303

**Telephone** (404) 215-8755

**Website** <http://www.gsa.gov>



# GOVERNMENT PRINTING OFFICE

## MISSION STATEMENT:

Keeping America Informed as the Official, Digital, and Secure source for producing, protecting, preserving, and distributing the official publications and information products of the Federal Government

## PUBLIC SERVICES:

The core mission of Keeping America Informed, dated to 1813 when Congress determined to make information regarding the work of the three branches of Government available to all Americans. The U.S Government Printing Office (GPO) provides publishing and dissemination services for the official and authentic government publications to Congress, Federal agencies, Federal depository libraries, and the American public.

## AGENCY SPOTLIGHT:

GPO's Office of Congressional Relations communicates information and advocates GPO's initiatives to Congress, including GPO's oversight and appropriations committees. The Office serves as an expert resource on GPO for Congress and helps facilitate and resolve the needs of Members of Congress, congressional committees and staff, and their constituents on behalf of GPO. All information products and services provided meet the highest standards for accuracy, integrity, fairness, and professionalism. The Office provides high-quality, fact-based, and timely information products and services to support the goals of GPO management and respond to congressional inquiries and requests

## CONTACT INFORMATION:

**Address** Congressional Relations, Room 804 Stop: LP Washington, DC 20401

**Telephone** (202) 512-1991

**Website** <http://www.gpo.gov/congressional>



# MERIT SYSTEMS PROTECTION BOARD

## MISSION STATEMENT:

The mission of the Merit Systems Protection Board (MSPB) is to protect the merit system principles and promote an effective federal workforce free of prohibited personnel practices.

## PUBLIC SERVICES:

The Merit Systems Protection Board is an independent, quasi-judicial agency in the Executive branch that serves as the guardian of Federal merit systems. The MSPB also conducts studies of the civil service and other merit systems in the Executive Branch.

## AGENCY SPOTLIGHT:

Following the rising trend of mobile devices, MSPB implemented a BYOD program that allows employees to choose the device that works best for them and increases productivity when teleworking. The agency also created a mobile device reimbursement policy, which will save the agency an estimated \$10,000 annually for every 20 employees that switch to a personal device.

## CONTACT INFORMATION:

**Address** 1615 M Street, NW, Washington, DC 20419

**Telephone** (202) 653-7200

**Email** [mspb@mspb.gov](mailto:mspb@mspb.gov)

**Website** <http://www.mspb.gov/contact/contact.htm>



# NATIONAL CREDIT UNION ADMINISTRATION

## MISSION STATEMENT:

The mission of the National Credit Union Administration (NCUA) is to foster the safety and soundness of federally insured credit unions and to better enable the credit union community to extend credit for productive and provident purposes to all Americans, particularly those of modest means by striving to ensure that credit unions are empowered to make the necessary business decisions to serve the diverse needs of their members and potential members.

## PUBLIC SERVICES:

NCUA will protect consumer rights and member deposits.

## AGENCY SPOTLIGHT:

The NCUA fosters credit union development, particularly the expansion of services provided by small credit unions to eligible consumers. This is fulfilled through training, partnerships and assistance. A major source of assistance is the Community Development Revolving Loan Fund, which provides loans and grants to credit unions that serve low-income customers to provide basic financial services and stimulate economic activities in their communities.

## CONTACT INFORMATION:

**Address** 7000 Central Parkway, Suite 1600, Atlanta, GA 30328

**Telephone** (678) 443-3000

**Email** [region3@ncua.gov](mailto:region3@ncua.gov)

**Website** <http://www.ncua.gov>



# NATIONAL LABOR RELATIONS BOARD

## MISSION STATEMENT:

The National Labor Relations Board (NLRB) is an independent federal agency vested with the power to safeguard employees' rights to organize and to determine whether to have unions as their bargaining representative. The agency also acts to prevent and remedy unfair labor practices committed by private sector employers and unions.

## PUBLIC SERVICES:

The NLRB protects the rights of most private-sector employees to join together, with or without a union, to improve their wages and working conditions. If you believe your rights have been violated, or that an employer or a union has engaged in unlawful conduct, you may file a charge through one of our regional offices. Petitions for representation and decertification elections may also be filed at regional offices.

## AGENCY SPOTLIGHT:

The NLRB is proud of its 75-year history of enforcing the National Labor Relations Act, the primary law governing relations between employers and employees in the private sector. On July 5, 1935, President Franklin Roosevelt signed the Act into law, stating that the law sought to achieve "common justice and economic advance." Starting in the Great Depression and continuing through World War II and the economic growth and challenges that followed, the NLRB has worked to guarantee the rights of employees to bargain collectively, if they choose to do so.

## CONTACT INFORMATION:

**Address** 233 Peachtree Street NE, Suite 1000, Atlanta, GA 30303-1531

**Telephone** (404) 331-2858

**Email** [publicinfo@nlrb.gov](mailto:publicinfo@nlrb.gov)

**Website** <http://www.nlrb.gov>



# NATIONAL ARCHIVES AND RECORDS ADMINISTRATION

## MISSION STATEMENT:

The National Archives and Records Administration (NARA) serves American democracy by safeguarding and preserving the records of our Government, ensuring that the people can discover, use, and learn from this documentary heritage. We ensure continuing access to the essential documentation of the rights of American citizens and the actions of their government. We support democracy, promote civic education, and facilitate historical understanding of our national experience.

## PUBLIC SERVICES:

The National Archives provides complimentary, secure storage for the inactive papers of current Members of Congress. Members of Congress may obtain complimentary subscriptions or copies during their term in office.

## AGENCY SPOTLIGHT:

Congressional Affairs serves as the principal point of contact for NARA with Capitol Hill and can assist offices with constituent concerns or questions regarding agency policy and procedures.

## CONTACT INFORMATION:

**Address** 5780 Jonesboro Road, Morrow, GA 30260

**Telephone** (770) 968-2100

**Email** [atlanta.archives@nara.gov](mailto:atlanta.archives@nara.gov)

**Website** <http://www.archives.gov/atlanta>



## Jimmy Carter Library

An Agency within the National Archives and Records Administration

### MISSION STATEMENT:

The Jimmy Carter Presidential Library provides archival and exhibit materials that help to educate the public about the presidency and life of Jimmy Carter, major figures in the Carter administration, and political and close personal friends.

### PUBLIC SERVICES:

When a President leaves office, the National Archives and Records Administration (NARA) establishes a Presidential project until a new Presidential library is built and transferred to the Government. Each President is responsible for financing and building his own library. Once built, the federal government becomes responsible for the administration and operation of the library. Teachers, students, and others come from all over to use the materials in the library for research purposes.

### AGENCY SPOTLIGHT:

The Presidential Library is like a time capsule. Inside, you can find important documents, records, and letters. These are referred to as the Presidential Papers. You will also find audiovisual materials, campaign memorabilia, and gifts to the President and First Family. Audiovisual materials might include photographs of the President and First Family carrying out official duties, films, and tapes of speeches and press conferences. Campaign memorabilia, such as posters and buttons, are also on display. The President and First Family often receive gifts from foreign heads of state. These gifts become the property of the United States government if they exceed a certain value. Gifts from American citizens may be kept, but are usually placed in the library as well. From these things, we can learn about a president and about the times in which he lived.

### CONTACT INFORMATION:

**Address** 441 Freedom Parkway, Atlanta, Georgia 30307-1498

**Telephone** (404) 865-7100

**Email** [carter\\_events@nara.gov](mailto:carter_events@nara.gov)

**Website** <http://www.jimmycarterlibrary.gov>



# NATIONAL TRANSPORTATION SAFETY BOARD

## MISSION STATEMENT:

The National Transportation Safety Board (NTSB) is an independent Federal agency charged by Congress with investigating every civil aviation accident in the United States and significant accidents in the other modes of transportation; railroad, highway, and issuing safety recommendations aimed at preventing future accidents.

## PUBLIC SERVICES:

Services provided by NTSB include maintaining our congressionally mandated independence and objectivity; conducting objective, precise accident investigations and safety; advocating and promoting safety recommendation; studies; performing fair and objective airman and mariner certification appeals; assisting victims of transportation accidents and their families.

## CONTACT INFORMATION:

**Address** 60 Forsyth Street SW, Atlanta, GA 30303

**Telephone** (404) 562-1666

**Website** <http://www.nts.gov>



# NUCLEAR REGULATORY COMMISSION

## MISSION STATEMENT:

The mission of the Nuclear Regulatory Commission (NRC) is to ensure adequate protection of the public health and safety, the common defense and security, and the environment in the use of nuclear materials in the United States. The NRC's scope of responsibility includes regulation of commercial nuclear power reactors; non-power research, test, and training reactors; fuel cycle facilities; medical, academic, and industrial uses of nuclear materials; and the transport, storage, and disposal of nuclear materials and waste.

## PUBLIC SERVICES:

The Commission as a collegial body formulates policies, develops regulations governing nuclear reactor and nuclear material safety, issues orders to licensees, and adjudicates legal matters.

## CONTACT INFORMATION:

<b>Address</b>	245 Peachtree Center Avenue NE, Suite 1200, Atlanta, GA 30303
<b>Telephone</b>	(404) 562-4410
<b>Website</b>	<a href="http://www.nrc.gov">http://www.nrc.gov</a>



# OFFICE OF PERSONNEL MANAGEMENT

## MISSION STATEMENT:

The mission of the Office of Personnel Management (OPM) is to support the Federal Government's ability to have the best workforce possible to do the best job possible; lead Federal agencies in shaping human resources management systems to effectively recruit, develop, manage and retain a high quality and diverse workforce; protect national values embodied in law, including merit principles and veterans' preference; serve Federal agencies, employees, retirees, their families, and the public through technical assistance, employment information, pay administration, and benefits delivery; and safeguard employee benefit trust funds.

## PUBLIC SERVICES:

OPM makes searching and applying for federal jobs easier and faster; provide federal employees benefits that are relevant, flexible, fair, and rewarding; make federal employment accessible — and possible — for every American who seeks it; and retain a federal workforce as diverse and versatile as the work it does and the people it serves.

## CONTACT INFORMATION:

**Address** 75 Spring Street SW, Suite 972, Atlanta, GA 30303

**Telephone** (404) 331-3451

**Website** <http://www.opm.gov>



# PEACE CORPS

## MISSION STATEMENT:

The mission of the Peace Corps is to provide American citizens with opportunities to provide service to develop countries overseas.

## PUBLIC SERVICES:

The Peace Corps helps the people of interested countries in meeting their need; helps promote a better understanding of Americans on the part of the peoples served; helps promote a better understanding of other peoples on the part of Americans for trained men and women.

## CONTACT INFORMATION:

**Address** 100 Alabama Street SW, Suite 2R70, Atlanta, GA 30303

**Telephone** (404) 562-3471

**Website** <http://www.peacecorps.gov>



# POSTAL SERVICE

## MISSION STATEMENT:

The Postal Service's mission is to provide the nation with reliable, affordable, universal mail service.

## PUBLIC SERVICES:

The core function of the Postal Service is the safe, reliable, affordable delivery of mail and packages to every address in the country and its territories.

## AGENCY SPOTLIGHT:

The Postal Service is transforming our business by anticipating and embracing future changes in technology and mailing preferences. Through research studies and strategies, they actively and continually look at ways to meet the new challenges of today's mail and shipping needs.

## CONTACT INFORMATION:

**Address** 475 L' Enfant Plaza SW, RM 4012, Washington, DC 20260-2200

**Telephone** (800) 275-8777

**Website** <http://www.usps.com>



## Postal Inspection Service

An Agency within the Postal Service

### MISSION STATEMENT:

The mission of the Postal Inspection Service is to support and protect the U.S. Postal Service and its employees, infrastructure, and customers; enforce the laws that defend the nation's mail system from illegal or dangerous use; and ensure public trust in the mail.

### PUBLIC SERVICES:

As the primary law enforcement arm of the United States Postal Service, the U.S. Postal Inspection Service is a highly specialized, professional organization performing investigative and security functions essential to a stable and sound postal system.

### AGENCY SPOTLIGHT:

As fact-finding and investigative agents, Postal Inspectors are federal law enforcement officers who carry firearms, make arrests and serve federal search warrants and subpoenas. Inspectors work closely with U.S. Attorneys, other law enforcement agencies, and local prosecutors to investigate postal cases and prepare them for court.

### CONTACT INFORMATION:

**Address** 433 W Harrison Street, Room 3255, Chicago, IL 60699-3255

**Telephone** (877) 876-2455

**Email** [ISMediaInquiries@uspis.gov](mailto:ISMediaInquiries@uspis.gov)

**Website** <http://www.postalinspectors.uspis.gov>



# RAILROAD RETIREMENT BOARD

## MISSION STATEMENT:

The Railroad Retirement Board's (RRB) mission is to administer retirement/survivor and unemployment/sickness insurance benefit programs for railroad workers and their families under the Railroad Retirement Act and the Railroad Unemployment Insurance Act. These programs provide income protection during old age and in the event of disability, death or temporary unemployment and sickness. The Railroad Retirement Board also administers aspects of the Medicare program and has administrative responsibilities under the Social Security Act and the Internal Revenue Code.

## PUBLIC SERVICES:

In carrying out its mission, the RRB will pay benefits to the right people, in the right amounts, in a timely manner, and will take appropriate action to safeguard our customers' trust funds. The Railroad Retirement Board will treat every person who comes into contact with the agency with courtesy and concern, and respond to all inquiries promptly, accurately and clearly.

## AGENCY SPOTLIGHT:

If you will be visiting our office, call ahead for an appointment. Most RRB field offices are open to the public from 9:00 a.m. to 3:30 p.m., Monday through Friday. Persons who plan to visit a representative at any location can help us give better service if they will telephone, write or send a secure message to the office in advance. Always furnish your social security number and the type of information you need. You may be able to conduct your business by telephone and save a trip.

## CONTACT INFORMATION:

**Address** 401 W Peachtree St, Room 1702, Atlanta GA, 30308-3519

**Telephone** (877) 772-5772

**Email** [atlanta@rrb.gov](mailto:atlanta@rrb.gov)

**Website** <http://www.rrb.gov>



# SECURITIES AND EXCHANGE COMMISSION

## MISSION STATEMENT:

The mission of the Securities and Exchange Commission (SEC) is to report to the Congress on the readiness of the United States Securities Industry and aid public companies through information processing challenges.

## PUBLIC SERVICES:

The Securities and Exchange Commission is intended to interpret and enforce federal securities laws; issue new rules and amend existing rules; oversee the inspection of securities firms, brokers, investment advisers, and ratings agencies; oversee private regulatory organizations in the securities, accounting, and auditing fields; and coordinate U.S. securities regulation with federal, state, and foreign authorities.

## CONTACT INFORMATION:

**Address** 3475 Lenox Rd NE, Suite 1000, Atlanta, GA 30326

**Telephone** (404) 842-7610

**Website** <http://www.sec.gov>



# SELECTIVE SERVICE SYSTEM

## MISSION STATEMENT:

The mission of the Selective Service System (SSS) is to provide manpower to the Department of Defense (DOD) for military service in the event of a national emergency declared by Congress or the President; implement an alternative service program for registrants classified as conscientious objectors; and, maintain a program to conscript health care personnel when directed.

## PUBLIC SERVICES:

The goal of the Selective Service System is to be prepared to provide trained and untrained personnel to the DOD in the event of a national emergency and to be prepared to implement an Alternative Service Program for registrants classified as conscientious objectors

## CONTACT INFORMATION:

**Address** 805 Walker Street, Suite 4, Marietta, GA 30060

**Telephone** (770) 590-6602

**Website** <http://www.sss.gov>



# SMALL BUSINESS ADMINISTRATION

## MISSION STATEMENT:

The U.S. Small Business Administration (SBA) was created in 1953 as an independent agency of the federal government to aid, counsel, assist and protect the interests of small business concerns, to preserve free competitive enterprise and to maintain and strengthen the overall economy of our nation. We recognize that small business is critical to our economic recovery and strength, to building America's future, and to helping the United States compete in today's global marketplace. SBA has grown and evolved in the years since it was established but our mission remains the same. We help Americans start, build and grow businesses through an extensive network of field offices and partnerships with public and private organizations.

## PUBLIC SERVICES:

The SBA provides assistance primarily through its four programmatic functions: Access to Capital (Business Financing), Entrepreneurial Development (Education, Information, Technical Assistance & Training), Government Contracting (Federal Procurement) and Advocacy (Voice for Small Business).

## SMALL BUSINESS ADMINISTRATION - ALABAMA OFFICE:

The Alabama District Office offers a monthly seminar on government contracting programs. It is held from 1-3 pm on the first Tuesday of each month at the address shown below. Pre-registration is not required, but a photo ID is needed for building entry. There is a local resource guide available at [www.sba.gov/al](http://www.sba.gov/al). Click on the Local Resources link. District Office hours are M-F 8:00 - 4:30 Central time.

<b>Address</b>	801 Tom Martin Drive, Suite 201, Birmingham, AL 35211
<b>Telephone</b>	(205) 290-7101
<b>Email</b>	<a href="mailto:thomas.todt@sba.gov">thomas.todt@sba.gov</a>
<b>Website</b>	<a href="http://www.sba.gov/al">http://www.sba.gov/al</a>

## SMALL BUSINESS ADMINISTRATION - FLORIDA OFFICE (NORTH):

The U.S. Small Business Administration provides information on innovative programs through such avenues as social media, [www.sba.gov](http://www.sba.gov), and through our district offices located across the country. In FY 2012, over \$30 Billion in small business lending was approved nationwide. We have a network of over 14,000 affiliated counselors and technical assistance providers assisting entrepreneurs; have helped put over \$90 Billion in federal contracts into the hands of small businesses in FY 2011; and since 2009 have supported over \$3.3 billion in lending to support export.

<b>Address</b>	7825 Baymeadows Way, Suite 100B, Jacksonville, FL 32256
<b>Telephone</b>	(904) 443-1900
<b>Email</b>	<a href="mailto:wilfredo.gonzalez@sba.gov">wilfredo.gonzalez@sba.gov</a>
<b>Website</b>	<a href="http://www.sba.gov/fl/north">http://www.sba.gov/fl/north</a>



## SMALL BUSINESS ADMINISTRATION (cont)

### SMALL BUSINESS ADMINISTRATION – FLORIDA OFFICE (SOUTH):

Information regarding the Small Business Administration such as online training, disaster assistance, podcasts, blogs, Agency initiatives, etc., can be found at [www.sba.gov](http://www.sba.gov). Information and training opportunities specific to the South Florida area can be found at [www.sba.gov/southflorida](http://www.sba.gov/southflorida).

<b>Address</b>	100 South Biscayne Blvd., 7th Floor, Miami, FL 33131
<b>Telephone</b>	(305) 536-5521
<b>Email</b>	<a href="mailto:francisco.marrero@sba.gov">francisco.marrero@sba.gov</a>
<b>Website</b>	<a href="http://www.sba.gov/southflorida">http://www.sba.gov/southflorida</a>

### SMALL BUSINESS ADMINISTRATION – GEORGIA OFFICE:

SBA offers prospective and existing small businesses a variety of programs and services to start, grow, and succeed. They include facilitating access to capital, writing a business plan, free business counseling via SBA resource partners, certifying businesses to help them secure a federal contract, attaining bonding and more.

<b>Address</b>	233 Peachtree Street, N.E., Suite 1900, Atlanta, GA 30303
<b>Telephone</b>	404-331-0100
<b>Email</b>	<a href="mailto:Terri.denison@sba.gov">Terri.denison@sba.gov</a>
<b>Website</b>	<a href="http://www.sba.gov/ga">http://www.sba.gov/ga</a>

### SMALL BUSINESS ADMINISTRATION – KENTUCKY OFFICE:

In FY12 SBA guaranteed 678 commercial loans in Kentucky for \$167,130,920. Federal Agencies awarded prime contracts to Kentucky contractors worth \$5.5 billion. Small Business prime contractors received \$493 million of those contract awards. SBA supports SCORE and the Small Business Development Centers. These partners counseled thousands of Kentucky entrepreneurs who were starting and growing their businesses.

<b>Address</b>	600 Dr. Martin Luther King, Place, Mazzoli Federal Building, #188, Louisville, Kentucky 40202
<b>Telephone</b>	(502) 582-5971
<b>Email</b>	<a href="mailto:ralph.ross@sba.gov">ralph.ross@sba.gov</a>
<b>Website</b>	<a href="http://www.sba.gov/ky">http://www.sba.gov/ky</a>



## SMALL BUSINESS ADMINISTRATION (cont)

### SMALL BUSINESS ADMINISTRATION - MISSISSIPPI OFFICE:

SBA's Regional Administrator Cassius Butts recently signed Strategic Alliance Memorandums (SAMs) with three Historically Black Universities (HBCU's) - Alcorn State University, Mississippi Valley State University and Rust College. The SAM allows the promotion of entrepreneurial efforts by students and alumni as well as to assist the community outreach efforts of these institutions. They will also make information on SBA programs and services more readily available. The SAM's have a two-year term.

<b>Address</b>	Regions Plaza, 210 E. Capitol Street, Ste. 900, Jackson, MS 39201
<b>Telephone</b>	Jackson Office: (601) 965-4378 - Gulfport Office: (228) 863-4449
<b>Email</b>	<a href="mailto:gary.reed@sba.gov">gary.reed@sba.gov</a>
<b>Website</b>	<a href="http://www.sba.gov/ms">http://www.sba.gov/ms</a>

### SMALL BUSINESS ADMINISTRATION - NORTH CAROLINA OFFICE:

Information regarding the Small Business Administration such as online training, disaster assistance, podcasts, blogs, Agency initiatives, etc., can be found at [www.sba.gov](http://www.sba.gov). Information and training opportunities specific to the State of North Carolina can be found at [www.sba.gov/nc](http://www.sba.gov/nc).

<b>Address</b>	6302 Fairview Road, Suite 300, Charlotte, NC 28210
<b>Telephone</b>	(704) 344-6563
<b>Email</b>	<a href="mailto:lynn.douthett@sba.gov">lynn.douthett@sba.gov</a>
<b>Website</b>	<a href="http://www.sba.gov/nc">http://www.sba.gov/nc</a>

### SMALL BUSINESS ADMINISTRATION - SOUTH CAROLINA OFFICE:

The South Carolina District Office has partnered in Small Business-Lender Matchmaker Statewide and Salute to Small Business.

<b>Address</b>	1835 Assembly Street, Suite 1425, Columbia, SC 29201
<b>Telephone</b>	(803) 765-5339
<b>Email</b>	<a href="mailto:elliott.cooper@sba.gov">elliott.cooper@sba.gov</a>
<b>Website</b>	<a href="http://www.sba.gov/sc">http://www.sba.gov/sc</a>

### SMALL BUSINESS ADMINISTRATION - TENNESSEE OFFICE:

The Tennessee District recently honored two East Tennessee based small businesses for their excellence in supporting mission needs of federal agencies as contractors to the U.S. Government. MS Technology, Inc. of Oak Ridge and Security Walls, LLC of Knoxville were recently recognized as they used their participation in the SBA's 8(a) Business Development Program to further job creation & grow the economy in Tennessee.

<b>Address</b>	2 International Plaza Drive, Suite 500, Nashville, TN 37217
<b>Telephone</b>	(615) 736-5881
<b>Email</b>	<a href="mailto:walter.perry@sba.gov">walter.perry@sba.gov</a>
<b>Website</b>	<a href="http://www.sba.gov/tn">http://www.sba.gov/tn</a>



## Office of Disaster Assistance

An Agency within the Small Business Administration

### MISSION STATEMENT:

The Office of Disaster Assistance's (ODA) mission is to help those in need to recover from disasters and rebuild their lives by providing affordable, timely and accessible financial assistance to homeowners, renters and businesses.

### PUBLIC SERVICES:

SBA reaches out to members of Congress, state and local officials, the media, community leaders and other civic and social organizations to inform and assist survivors with information and applications for financial assistance to help recover from declared disaster events.

Types of declared disasters are: Presidential (for Individual and Public Assistance); SBA Agency (Administrative); Governor's Certification; Secretary of Agriculture; Secretary of Commerce; Military Reservists.

### AGENCY SPOTLIGHT:

The Office of Disaster Assistance (ODA) has been at the forefront in providing long-term recovery assistance to survivors of declared disasters. SBA has recently approved over \$2 billion in low interest, long-term loans to those in the northeast affected by Hurricane Sandy.

### CONTACT INFORMATION:

**Address** 101 Marietta Street, NW Suite 700, Atlanta, GA 30303-2725

**Telephone** Office: 404-331-0333 ext. 2177 Cell: 404-909-9471  
For the Public: 800-659-2955

**Email** [michael.lampton@sba.gov](mailto:michael.lampton@sba.gov)

**Website** <http://www.sba.gov>



# SOCIAL SECURITY ADMINISTRATION

## MISSION STATEMENT:

The Social Security Administration's mission is to deliver Social Security services that meet the changing needs of the public.

## PUBLIC SERVICES:

The Social Security Administration's Atlanta Region provides direct service to the public in the eight Southeastern States (Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, South Carolina and Tennessee) through a structure of 281 Field Offices, 3 Telephone Service Centers and 38 Hearings Offices.

## AGENCY SPOTLIGHT:

Access Social Security services and information through your my Social Security Account at [WWW.SOCIALSECURITY.GOV/MYACCOUNT](http://WWW.SOCIALSECURITY.GOV/MYACCOUNT).

## CONTACT INFORMATION:

**Address** 61 Forsyth St SW, Suite 22T64, Atlanta, GA 30303  
Attn: Regional Commissioners Inquiries Unit ( RCIU )

**Telephone** (404) 562-1160

**Email** [atl.orc.rciu@ssa.gov](mailto:atl.orc.rciu@ssa.gov)

**Website** <http://www.socialsecurity.gov>