
Subject: Agency Memo Regarding FY18 Operating Plans and Comprehensive Workforce Plan

From: Message From The Director

Sent: Wednesday, August 02, 2017 5:07 PM

To: *PC Global <PCGlobal@peacecorps.gov>

Subject: Agency Memo Regarding FY18 Operating Plans and Comprehensive Workforce Plan



August 2, 2017

TO: PC Global
FROM: Sheila Crowley, Acting Director
SUBJECT: Agency Memo Regarding FY18 Operating Plans and Comprehensive Workforce Plan

Over the past six months I have shared several updates with staff regarding the activities the Peace Corps has undertaken in response to external directives, including the Hiring Freeze Presidential Memorandum, the Reorganization Executive Order, and the Comprehensive Plan for Reforming the Federal Government and Reducing the Civilian Workforce. The Peace Corps has simultaneously commenced the development of our strategic and operating plans in alignment with the President's FY18 Budget Request. We are doing our utmost to provide support to our employees and manage the immediate and long-term changes that will result from these activities.

On May 23, 2017, I announced in a message to staff that the President released his FY18 budget to Congress. The Peace Corps' proposed request for FY18 is \$398 million, of which \$383 million is allocated for agency operations. As in years past, senior leadership and the chief financial officer issued guidance on budget and proposed staffing levels on June 7, 2017 so that offices could begin formulating their FY18 Operating Plans. Each office has been carefully reviewing operating budgets and making a concerted effort to reduce spending by finding efficiencies in their operations while maintaining quality support to our Volunteers.

The Peace Corps is required to begin taking immediate actions to achieve near-term workforce reductions and cost savings. When the operating plans are finalized on August 7, 2017, each office will be expected to begin the process of rightsizing its operations in order to reach FY18 budget and planned staffing targets. Each office has necessarily identified positions that will not be backfilled when the incumbents reach their NTE (not to exceed date), leave the agency, are reassigned, or accept another position. You will hear these positions referred to as "sunset positions" in the coming weeks.

Supervisors will speak to employees who occupy sunset positions the week of August 7 and I will host two Town Hall sessions on August 11 to address this process in-person. The agency will share information with staff to the fullest extent possible, as well as offer resources to assist staff through this time of change. We understand that this will be challenging and I deeply appreciate your understanding and flexibility as we work through these difficult decisions and develop processes to ensure effective operations.

We have approached this challenge with a deep respect for the Peace Corps' unique institutional culture and all of you—a mission driven staff that is critical to our success—and a strong commitment to keeping our Volunteers and staff safe and productive in the field. We remain steadfast in our commitment to a strong, resilient Peace Corps. We are pursuing an approach to these external directives that honors our 56-year legacy and ensures that our vital work carries on. Together, as a community, we will work through this period of change.

Peace Corps Internal Communication