

DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

Administrative Support Offices

Office of Departmental Equal Employment Opportunity

SALARIES AND EXPENSES

(Dollars in Thousands)

	2022*	2023			2024		
	Actuals	Carryover	Enacted	Total	Carry Over	President's Budget	Total
Personnel Services	\$3,218	\$673	\$3,402	\$4,075	\$403	\$4,152	\$4,555
Non-Personnel Services							
Travel	15	-	50	50	-	75	75
Transportation of Things	-	-	-	-	-	-	-
Rent and Utilities	-	-	-	-	-	-	-
Printing	-	-	2	2	-	2	2
Other services/Contracts	381	-	410	410	-	440	440
Training	-	-	50	50	-	50	50
Supplies	1	-	5	5	-	5	5
Furniture and Equipment	-	-	-	-	-	-	-
Claims and Indemnities	-	-	28	28	-	28	28
Total, Non-Personnel Services	\$397	-	\$545	\$545	-	\$600	\$600
Working Capital Fund	169	44	205	249	45	204	249
Carryover	717	-	448	448	-	44	44
Grand Total	\$4,501	\$717	\$4,600	\$5,317	\$448	\$5,000	\$5,448
FTEs	17	3	18	21	2	20	22

*Includes 2021 carryover

PROGRAM PURPOSE

The Office of Departmental Equal Employment Opportunity (ODEEO), is responsible for ensuring compliance consistent with Federal regulations and statutes, including Title VII of the Civil Rights Act of 1964, the Rehabilitation Act of 1973, and the Age Discrimination in Employment Act, the Equal Pay Act, the Genetic Information Nondiscrimination Act, and the Notifications and Federal Employee Anti-discrimination and Retaliation (No FEAR) Act of 2002, Executive Orders and HUD (Department) policies.

It is the responsibility of ODEEO to enforce the laws preventing discrimination and harassment of employees and applicants for employment based on race, color, sex, religion, national origin, age (40 and over), disability, protected genetic information, protected Equal Employment Opportunity (EEO) activity, sexual orientation, gender identity, and to ensure that the Department functions to recruit, hire, train, develop, promote, reward, and discipline for employees are conducted in a fair and consistent manner, solely based on merit. ODEEO has nationwide responsibility for EEO programs and neutrally administers the process by which current and former employees and applicants for employment may file an EEO complaint. ODEEO is responsible for planning, executing, and implementing the Department's EEO/Affirmative Employment (EEO/AE) activities pursuant to the Federal Regulation at 29 Code of Federal Regulations (C.F.R.) §1614 and other

management directives. ODEEO works to proactively prevent discrimination within the Department's workforce.

BUDGET OVERVIEW

The 2024 President's Budget requests \$5 million for ODEEO, which is \$400 thousand more than the 2023 enacted level. The Budget reflects total funding (carryover and new authority) of \$5.4 million, \$131 thousand above 2023 total funding.

The goal of this funding is to bolster the ODEEO staffing and ability to carry out its mission.

Personnel Services (PS)

The Budget assumes total funding of \$4.6 million for PS, \$480 thousand above 2023 total funding. This funding will support 22 full-time equivalents (FTEs), an increase of one FTE above the 2023 total. Funding at this level will allow ODEEO to continue to backfill critical vacancies and establish additional management and staffing capacity to assist in mitigating identified risks, address unmet needs, support Departmental strategic goals, and key operational initiatives. The Budget also supports a 5.2 percent Federal pay raise.

Non-Personnel Services (NPS)

The Budget assumes NPS funding of \$600 thousand, an increase of \$55 thousand above 2023 total funding. This funding supports an increase in contracts to enable ODEEO to continue to meet its mission to process EEO complaint cases, sustains mandatory training for EEO staff, and provides an increase to support EEO staff travel to train the HUD workforce on senior management initiatives.

Working Capital Fund (WCF)

The 2024 WCF funding level is \$249 thousand, which is \$43 thousand above the 2023 requirement. The 2024 level reflects payments for baseline WCF services (including inflationary adjustments and changes in service utilization) and the addition of the End-User Devices, Scanning and Archiving Services business lines.

KEY OPERATIONAL INITIATIVES

The Budget includes funding to address the operational, strategic, compliance, and reporting risks impacting HUD's workforce. Funding at this level is critical to strengthening HUD's internal capacity and efficiency to better ensure delivery of HUD's mission on the ground and building a culture of respect and harmony.

Equity

Funding will be used to ensure the enforcement of Federal laws relating to the elimination of discrimination in all the Department's employment practices proactively, preventing discrimination, and resolving disputes early and at the lowest possible level.

Operational Improvements

The ODEEO will create a new division (described below) to ensure separation of complaint services from resolution and adjudication, to ensure impartiality in the EEO Complaint process and provide leadership and oversight at the operational intersections of administrative services and dispute resolution services. This action is necessary to better meet the Department's mission to align with

discrimination policy and procedures and is taken in accordance with the Equal Employment Opportunity Commission's (EEOC) best practices stated in Management Directive (MD)-110 to keep the Alternative Dispute Resolution (ADR) process separate and apart from EEO complaint processing.

The Equal Opportunity Support Services Division: This new division will perform Alternative Dispute Resolution functions, provide administrative support services, and training and development. The administrative staff will align under the new division. Currently, the ODEEO Admin Division has 4 FTEs assigned to it. When the ADR transitions to the new division, there will be 1 FTE associated with that function. There will be an additional 2 FTEs associated with training and development in the new division. The FTEs associated with this new division are supported within the total funding level assumed in the Budget request. Specifically, the new division will encompass the administration team that will perform the travel, budget, procurement, and other administrative functions required for day-to-day reporting, and strategic initiatives. Secondly, there will be an ADR function based on the operational paragraph above (e.g., the EEOC cites as a best practice to have the ADR function outside of the routine complaints processing function). Finally, the training and development team will be a dedicated resource to facilitate and deliver training throughout HUD on all matters relating to EEO, affirmative employment practices, and civility.