

	½ Day
Total number of agency employees expected to be on board before implementation of the plan:	57 Employees
Total number of agency employees expected to be furloughed under the plan (unduplicated count):	26 Employees
Total number of employees to be retained under the plan for each of the following categories (may include duplicated counts):	
Compensation is financed by a resource other than annual appropriations:	5 Employees
Necessary to perform activities expressly authorized by law:	3 Employees
Necessary to perform activities necessarily implied by law:	0 Employees
Necessary to the discharge of the President's constitutional duties and powers:	3 both

Brief summary of significant agency activities that will continue

The Center is explicitly prohibited from using appropriated funds “for any direct expense incurred in the production of a performing arts attraction, for personnel who are involved in performing arts administration (including any supply or equipment used by the personnel), or for production, staging, public relations, marketing, fundraising, ticket sales, or education” (20 U.S.C. 76r(e)). The Center’s charitable trust uses a combination of earned income, contributions, and grants to perform its performing arts and educational functions.

In the event of a government shutdown, the Kennedy Center will continue its non-appropriated functions and honor all non-appropriated fund contracts, including planned performances, educational activities, public trust functions (such as box office, retail, and parking operations), and employment activities for its public trust employees. This is consistent with the Center’s activities during past government shutdowns, during which the Kennedy Center remained open and performances were maintained as scheduled.

Brief summary of significant agency activities that will cease during a lapse:

The Kennedy Center shall continue with scheduled performances and events funded with non-appropriated dollars, while utilizing existing balances from multi-year federal appropriations to maintain federal operations at a reduced schedule. The Kennedy Center will proceed with an orderly shutdown of federally funded activities as described below. Federal operations will be curtailed to the extent possible and non-essential federal personnel will be furloughed. Employees whom are not designated as excepted will be given up to four hours to complete an orderly shutdown on their next reporting date and will be released from work until funding is restored and full operations with normal business resumes.

Certain federal employees performing the following activities listed below are necessary to support the otherwise funded activities (i.e. trust-funded performances) and necessary to protect the lives of patrons and the Kennedy Center facilities:

The Center will utilize the minimum security personnel necessary to protect the building and patrons. Building ingress and egress will be reduced to the extent possible based upon anticipated attendance. The Center’s security contractor will continue at staffing levels commensurate with the needs of performance and event activities.

The Center will limit essential mechanical, electrical, and plumbing personnel and defer preventative maintenance, but will maintain on-site personnel to the lowest levels possible to protect life and property with on call response from additional appropriated personnel as necessary to resolve emergencies.

Emergency services for essential systems such as fire alarm, electronic security, elevators, emergency generator, fire pump, and critical central plant systems will be maintained.

The Center will utilize minimum housekeeping and trash removal to protect people and property, with a focus on patron areas.

Forward-funded contracts and other contracts funded with no-year or prior years’ money shall continue as scheduled, provided that contractors do not require the presence of a non-

excepted appropriated employee. Contracting staff needed to ensure continued progress for ongoing projects will be maintained.

The Kennedy Center is prohibited from accepting voluntary services from federal employees to continue their regular duties and staff who are not excepted will not be permitted to work at the Kennedy Center, from home, or another site and may not access Kennedy Center email.

In the event of a shutdown, notices will be posted on the Kennedy Center's main website (<http://www.kennedy-center.org>) and shutdown notices will be posted at public entrances to the Kennedy Center to inform the visiting public of the reduced hours of operation and will be updated accordingly.

Furloughed employees should consult the Office of Personnel Management's website (www.opm.gov) and monitor local television and radio stations for information about returning to duty.

