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Source of document:	Commission on Fine Arts FOIA Request 401 F St., NW, Suite 312 Washington, DC 20001 Email: <a href="mailto:foia@cfa.gov">foia@cfa.gov</a> <a href="http://FOIA.gov">FOIA.gov</a>

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From: Zakiya Walters <[zwalters@cfa.gov](mailto:zwalters@cfa.gov)>  
Cc: CFA FOIA Requests <[foia@cfa.gov](mailto:foia@cfa.gov)>  
Sent: Friday, April 11, 2025 at 05:17:12 PM EDT  
Subject: RE: New FOIA request received for Commission of Fine Arts

Pursuant to your Freedom of Information Act request (5 U.S.C. § 552) for “a copy of the Agency Reorganization Plan submitted to OMB by the Commission on Fine Arts in February or March 2025 as required by Executive Order 14210 of February 11, 2025, Implementing the President’s Department of Government Efficiency Workforce Optimization Initiative..” and assigned reference number CFA 2025-19.

Per your request, we are attaching a copy of the Commission of Fine Arts “Reorganization Plan that was submitted to OMB on March 13, 2025.

The Commission of Fine Arts is an independent small agency of twelve full-time employees. It utilizes a managed Microsoft 365 service, hosted in a FedRAMP-compliant Government Community Cloud (GCC) environment. Commission staff utilizes this GCC environment and its office automation software to conduct business related to its mission of design review of public art, municipal architecture, national monuments, coins and medals and private properties located in the District of Columbia as mandated under the Shipstead-Luce and Old Georgetown Acts. Official records of agency actions may be obtained at the agency’s website at <https://www.cfa.gov/records-research>. The website is hosted in a FedRAMP compliant Drupal 10 Cloud environment.

Due to the nature of the mission of the agency, these systems contain no information that may be deemed classified or sensitive.

Thank you for your interest in the Commission of Fine Arts and its activities. The foregoing determination may be appealed administratively within thirty days of the date of this letter by writing to:

The Department of the Interior  
Office of the Solicitor  
1849 C Street, N.W., MS-6556 MIB  
Washington, DC 20240  
Attn: FOIA Appeals Office;

or via email at [FOIA.Appeals@sol.doi.gov](mailto:FOIA.Appeals@sol.doi.gov). You should clearly mark your communication: “Freedom of Information Appeal.”

As part of the 2007 FOIA amendments, the Office of Government Information Services (OGIS) was created to offer mediation services to resolve disputes between FOIA requesters and Federal agencies as a non-exclusive alternative to litigation. Using OGIS services does not affect your right to pursue litigation. If you are requesting access to your own records (which is considered a Privacy Act request), you should

know that OGIS does not have the authority to handle requests made under the Privacy Act of 1974. You may contact OGIS in any of the following ways:

The National Archives and Records Administration  
Office of Government Information Services  
8601 Adelphi Road - OGIS  
College Park, MD 20740-6001  
E-mail: [ogis@nara.gov](mailto:ogis@nara.gov)  
Web: <https://ogis.archives.gov>  
Telephone: (202) 741-5770  
Fax: (202) 741-5769  
Toll-free: 1 (877) 684-6448

Please note that using OGIS services does not affect the timing of filing an appeal with the Agency's FOIA & Privacy Act Appeals Officer.

If you need any further assistance, you can reach us at (202) 504-2200 or [foia@cfa.gov](mailto:foia@cfa.gov).

Sincerely,

Zakiya N. Walters  
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U.S. Commission of Fine Arts (CFA)  
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# U.S. COMMISSION OF FINE ARTS

ESTABLISHED BY CONGRESS 17 MAY 1910

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## AGENCY REDUCTION-IN-FORCE AND REORGANIZATION PLAN PHASE I, March 13, 2025

### *Agency Description*

The Commission of Fine Arts (CFA) was established in 1910 (Public Law 61-181, 40 U.S.C. 9101) to create a permanent independent executive agency whose members would be qualified to make available to the government expert opinion on questions of art and architecture. The Commission's mission is to safeguard and improve the appearance and symbolic significance of Washington, D.C., as the national capital city, for the benefit of the citizens of the United States. Specifically, the Commission provides knowledgeable advice, as design proposals are brought before it, on matters pertaining to architecture, landscape architecture, sculpture, painting, and the medallion and decorative arts, to all branches and departments of the Federal and District of Columbia governments when such matters affect the National Capital and other symbols of the nation. The Commission also must approve of the site and design of all commemorative works and memorials erected in the District of Columbia and the design of all memorials at overseas military cemeteries, and consults on the design of all new monuments at Arlington National Cemetery.

The Commission is composed of seven presidentially-appointed experts in architecture and the arts, and it is supported by 15 FTE staff positions under the FY 2024 appropriation currently in effect under Continuing Resolution for FY 2025. The agency functions as a unitary component with no subcomponents; its sole location is Washington, D.C.

### *Agency RIF and Reorganization Plan (ARRP)—Phase I*

This Phase I ARRP responds to Executive Order 14210, "Implementing the President's 'Department of Government Efficiency' Workforce Optimization Initiative," dated February 11, 2025, and to guidance provided by the Office of Personnel Management (OPM) and the Office of Management and Budget (OMB) on February 26, 2025. As directed by OPM and OMB, the Commission of Fine Arts provides the following information:

1. *A list of agency subcomponents or offices that provide direct services to citizens. Such subcomponents or offices should be included in ARRPs to improve services to citizens while eliminating costs and reducing the size of the federal government. But for service delivery subcomponents or offices, implementation shall not begin until certified by OMB and OPM as resulting in a positive effect on the delivery of such services.*
  - **Project design review (Shipstead-Luce Act, Old Georgetown Act):** Services to citizens are provided via referral from District of Columbia permitting agencies (D.C. Department of Buildings, D.C. Department of Transportation). CFA review is required by federal and D.C. law for private citizens applying for D.C. building and public space permits for projects in

certain areas of the national capital prior to the permits being issued. All CFA project review staff provide these services.

- **Other direct services to citizens:** In addition, CFA staff assist researchers with CFA current project documents and historical records; respond to FOIA requests from citizens; and providing a forum for citizen engagement with projects of national significance such as memorials and museums.
2. *Any statutes that establish the agency, or subcomponents of the agency, as statutorily required entities. Agency leadership must confirm statutes have not been interpreted in a way that expands requirements beyond what the statute actually requires. Instead, statutes should be interpreted to cover only what functions they explicitly require.*

CFA was established by the statute listed below under “Authorizing Legislation.” The Secretary, Assistant Secretary, and nine other positions (eleven total) perform the work required by the statutes and executive orders listed below under “Design Review and Commission Record.” The work of the Commission is supported by four positions that perform the work required by the statutes listed below under “Administration.” The Commission staff also administer the National Capital Arts and Cultural Affairs grant program required by the statute listed below under “Grant Program.” The Secretary, on behalf of the Chairman, also participates in other activities required by statutes listed below under “Other Responsibilities of the Chairman.”

### **Authorizing Legislation**

- An Act Establishing a Commission of Fine Arts, May 17, 1910, ch. 243, 36 Stat. 371, amended May 25, 1955, P. L. 84-45; amended May 13, 1960, 74 Stat. 128; amended August 21, 2002, 116 Stat. 1062 (codified as amended at 40 U.S.C. §§ 9101–9104).

### **Design Review and Commission Record (in chronological order)**

- An Act Establishing a Commission of Fine Arts, May 17, 1910, cited above. CFA review of statues, fountains, and monuments in the public squares, streets, and parks in the District of Columbia established.
- Executive Order 1259, October 25, 1910, 45 C.F.R § 2101(a)(1). CFA review of public buildings in the District of Columbia proposed by the federal or District of Columbia governments established.
- Executive Order 1862, November 28, 1913, 45 C.F.R. §§ 2101 (a)(1), 2101(f). CFA review of new structures and matters of art proposed by the federal government in the District of Columbia established.
- Executive Order 3524, July 18, 1921, 45 C.F.R. §§ 2101(a)(2), 2101(d). CFA review of the design of medals, insignia, and coins produced by the federal government and the designs of statues, fountains, and monuments in the District of Columbia established.

- American Battle Monuments Act, March 4, 1923, ch. 283, sec. 3, 42 Stat. 1509, 1510 (codified as amended at 36 U.S.C. § 2105(d)). CFA review and approval of the design of memorials in American cemeteries outside the United States commemorating the service of American Armed Forces established.
- Shipstead-Luce Act, May 16, 1930, ch. 291, sec. 1, 46 Stat. 366, amended July 31, 1939, ch. 400, 53 Stat. 1144 (codified as amended at 40 U.S.C. § 8104). CFA review of plans for construction or alteration of private and semi-public buildings fronting or abutting certain public areas in Washington, D.C., established.
- Buzzards Point Act, June 18, 1932, ch. 269 47 Stat. 322, § 4. “The Statutes at Large of the United States of America from December 1931 to March 1933”, vol. 47, part 1, ch. 269, pp. 322-324, S. 4739.1; Public Law No. 187, Washington: United States Government Printing Office, 1933. CFA review of plans for buildings fronting Canal Street from Anacostia River to P Street, SW, established.
- Old Georgetown Act, September 22, 1950, ch. 984, 64 Stat. 903 (codified at D.C. Code 5-801). CFA review and approval of plans for construction, alteration, reconstruction, or razing of any building within a defined geographic area in Georgetown established.
- National Capital Planning Act, July 19, 1952, ch. 949, 66 Stat. 781 (codified as amended at 40 U.S.C. §§ 8701 et seq.). The National Capital Planning Commission created requiring CFA advice on selection of lands suitable for the development of the National Capital park, parkway, and playground system.
- Army Heraldic Services, Act of September 2, 1957, sec 1(1), 71 Stat. 589 (codified at 10 U.S.C. § 4594). Provision of heraldic services by the Secretary of the Army authorized, with CFA advisory design review upon request established.
- National Cultural Center Act, September 2, 1958, sec. 3, 72 Stat. 1698, 1699, amended by Act of January 23, 1964, 78 Stat. 4 (codified as amended at 20 U.S.C. § 76i). The National Cultural Center (later renamed the John F. Kennedy Center for the Performing Arts) established requiring CFA approval of building plans and specifications.
- National Historic Preservation Act of 1966 (NHPA), October 15, 1966, 80 Stat. 915 (codified as amended at 54 U.S.C. § 300101 et seq.). CFA participates as a consulting party regarding the effects of undertakings at federal historic properties in the District of Columbia.
- District of Columbia Public Space Utilization Act, October 17, 1968, 82 Stat. 1166 (codified at D.C. Code § 10–1121.04). CFA review of construction in airspace above or below D.C. streets and alleys in Shipstead-Luce Act area and Old Georgetown Act area established.
- District of Columbia Public Space Rental Act, October 17, 1968, 82 Stat. 1156 (codified at 24 D.C.M.R. § 205). CFA review of D.C. public space rental in Shipstead-Luce Act area established.

- National Environmental Policy Act of 1969 (NEPA), January 1, 1970, 83 Stat. 852 (codified as amended at 42 U.S.C. § 4321 et seq.). CFA participates as consulting party regarding undertakings at federal properties in District of Columbia.
- Foreign Missions Act, August 24, 1982, 96 Stat. 282, Title II of Public Law 97-241 (codified as amended at 22 U.S.C § 4306). Process established for historic and design review of foreign missions in the District of Columbia; CFA reviews design of foreign missions in Shipstead-Luce Act and Old Georgetown Act areas.
- National Capital Memorials and Commemorative Works Act (CWA), November 14, 1986, 100 Stat. 3650 (codified as amended at 40 U.S.C. §§ 8901–8909). Standards for the placement of commemorative works on federal lands within the District of Columbia established; CFA approval of site and design proposals for commemorative works required.
- Statuary Hall, U.S. Capitol, Act of December 21, 2000, Appendix B, Title III, § 311, 114 Stat. 2763A-119 (codified at 2 U.S.C. § 2132). CFA advice upon request by Architect of the Capitol on reception, location, and relocation of statues received from states established.
- Commemorative Works Clarification and Revision Act, November 17, 2003, Title II, §§ 201–206, 117 Stat. 1348, 1349 (codified as amended at 40 U.S.C. §§ 8901–8909). Definitions, siting, and design review processes, and other aspects of CWA revised and clarified.
- International Center Act, October 8, 1968, 82 Stat. 958; as amended through P. L. 110–249, enacted June 26, 2008. CFA review and approval of the height, appearance, color, and texture of the materials of new buildings constructed at the International Chancery Center established.
- Honoring America’s Veterans and Caring for Camp Lejeune Families Act, August 8, 2012, Title IV, sec. 604, 126 Stat. 1165, 1201 (codified at 38 U.S.C. 2409b). CFA advisory role on the design of new monuments in Arlington National Cemetery formalized by statute.
- Presidential Memorandum, “Promoting Beautiful Federal Civic Architecture”, January 20, 2025. CFA advises the General Services Administration on the design of all federal buildings in Washington, D.C. and will “advance the policy that Federal public buildings should be visually identifiable as civic buildings and respect regional, traditional, and classical architectural heritage in order to uplift and beautify public spaces and ennoble the United States and our system of self-government.”
- Multiple laws authorizing the design and construction of specific memorials, museums, and other buildings in Washington, D.C. Examples include the explicit requirement for CFA site and design review in authorizing legislation for specific memorials, museums, and other buildings (e.g. National Museum of the American Latino, World War II Memorial, Ronald Reagan Building and International Trade Center, etc.).

### **Grant Program**

- National Capital Arts and Cultural Affairs (NCACA). Public Law 99-190, December 19, 1985, 99 Stat. 1261, as amended by Public Law 100-202, December 22, 1987, 101 Stat. 1329–250 (codified as amended at 20 U.S.C. § 956a). Administration of program to support artistic and cultural programs in the National Capital transferred from National Endowment for the Humanities to CFA.

### **Other Responsibilities of the Chairman** (in chronological order)

- National Cultural Center Act, September 2, 1958, sec. 3, 72 Stat. 1698, 1699, amended by Act of January 23, 1964, 78 Stat. 4 (codified as amended at 20 U.S.C. § 76i). CFA chairman named ex officio member of the board of the John F. Kennedy Center for the Performing Arts.
- Executive Order 11145, March 7, 1964, 3 C.F.R. 1964–1965 Comp., 184. A curator for the White House and a Committee for the Preservation of the White House, including ex officio participation by the CFA chairman, created.
- National Foundation of the Arts and the Humanities Act of 1965, 79 Stat. 845, 851 (codified as amended at 20 U.S.C. §§ 951–960). The National Foundation for the Arts and Humanities with a Federal Council to advise the Foundation, including ex officio participation by the CFA chairman, created.
- Arts and Artifacts Indemnity Act, December 20, 1975, 89 Stat. 844 (codified as amended at 20 U.S.C. §§ 971–976). Indemnity agreements for loans of art on exhibition in the United States and elsewhere entered into by the Federal Council, including ex officio participation by the CFA chairman, authorized.

### **Administration** (in chronological order, not an exhaustive list)

- Executive Order 6166, “Organization of executive agencies,” June 10, 1933, § 2 (codified as amended at 5 U.S.C. 901 § 2), issued pursuant to Act of March 3, 1933, P. L. 428 § 16, 47 Stat. 1517
- Administrative Procedure Act, June 11, 1946, 60 Stat. 237 (codified as amended at 5 U.S.C. §§ 500 et seq.)
- Freedom of Information Act, July 4, 1966, 80 Stat. 250 (codified as amended at 5 U.S.C. § 552)
- Age Discrimination in Employment Act, December 15, 1967, 81 Stat. 602 (codified as amended at 29 U.S.C. § 621)
- Occupational Safety and Health Act, December 29, 1970, 84 Stat. 1590 (codified as amended at 29 U.S.C. ch. 15 § 668)
- Equal Employment Opportunity Act, March 24, 1972, 86 Stat. 103 (codified at 5 U.S.C. § 5108)



- Congressional Budget and Impoundment Control Act, July 12, 1974, 88 Stat. 297 (codified as amended at 2 U.S.C. ch. 17-17B)
  - Privacy Act, December 31, 1974, 88 Stat. 1896 (codified at 5 U.S.C. § 552a)
  - Government in the Sunshine Act, September 13, 1976, 90 Stat. 1241 (codified as amended at 5 U.S.C. § 552b)
  - Ethics in Government Act, October 26, 1978, 92 Stat. 1824 (codified at 5 U.S.C. ch. 131)
  - Contract Disputes Act, March 1, 1979, 92 Stat. 2383 (codified at 41 U.S.C. §§ 7101-7109)
  - National Archives and Records Administration Act, October 19, 1984, 98 Stat. 2280 (codified at 44 U.S.C. §§ 2101 et seq.)
  - Americans with Disabilities Act, July 26, 1990, 104 Stat. 327 (codified at 42 U.S.C. ch. 126)
  - Family and Medical Leave Act, February 5, 1993, 107 Stat. 6 (codified at 29 U.S.C. ch. 28)
  - Paperwork Reduction Act, May 22, 1995, 109 Stat. 163 (codified at 44 U.S.C. §§ 3501 et seq.)
  - Debt Collection Improvement Act, April 26, 1996, 110 Stat. 1321-358, Title III, ch. 10, § 31001, P. L. 104-134 (codified at 31 U.S.C. 3701)
  - Federal Information Security Management Act, December 17, 2002, 116 Stat. 2899, amended by Federal Information Security Modernization Act, December 18, 2014, 128 Stat. 3073 (codified as amended at 44 U.S.C. ch. 35)
  - Government Charge Card Abuse and Prevention Act, October 5, 2012, 126 Stat. 1445 (codified at 41 U.S.C. § 1909)
  - Cybersecurity Information Sharing Act, December 18, 2015, 129 Stat. 2935, Div. N, Title I, P. L. 114-113 (codified at 6 U.S.C. § 1500 et seq.)
  - Saving Federal Dollars Through Better Use of Government Purchase and Travel Cards Act, December 12, 2017, 131 Stat. 1814, Title XVIII, P. L. 115-91 (codified at 31 U.S.C. § 3321 et seq.)
  - Cybersecurity and Infrastructure Security Agency Act, November 16, 2018, 132 Stat. 4168 (codified at 6 U.S.C. § 650 et seq.)
  - Payment Integrity Information Act, March 2, 2020, 134 Stat. 113 (codified at 31 U.S.C. § 3351)
3. *All agency components and employees performing functions not mandated by statute or regulation who are not typically designated as essential during a lapse in appropriations (because the functions performed by such employees do not fall under an exception to the ADA) using the Agency Contingency Plans submitted to OMB in 2019 referenced above.*

CFA functions as a unitary component and does not have any subcomponents or employees whose job responsibilities are not mandated by statute or regulation who are not typically designated as essential during a lapse in appropriations.

4. *Whether the agency or any of its subcomponents should be eliminated or consolidated; and which specific subcomponents or functions, if any, should be expanded to deliver on the President's priorities.*

CFA is solely responsible for administering several laws and shares responsibility for administering others (see list provided in response to Question 2 above). CFA does not recommend elimination of the agency as a whole.

CFA functions as a unitary component and does not have any subcomponents to be eliminated or consolidated. The agency proposes to consolidate CFA's total staff footprint by 20% over the period of FY 2025–2027 by using the staff attrition tools outlined under Question 5 and Table 1 below. CFA has determined that this 20% reduction will result in the minimum staffing level required to perform the statutorily required work of the agency.

CFA will be able to deliver on the President's priorities with the consolidated staff. The agency does not propose to expand its functions but will respond to guidance to advance any future priorities or directives of the President.

5. *The specific tools the agency intends to use to achieve efficiencies, including, as to each, the number of FTEs reduced and any potential savings or costs associated with such actions in Fiscal Years 2025, 2026 and 2027:*
- a. *Continuation of the current hiring freeze;*
  - b. *Regular attrition (e.g., retirement, movement between agencies and the private sector);*
  - c. *Attrition through enhanced policies governing employee performance and conduct;*
  - d. *Attrition through the termination or non-renewal of term or limited positions or reemployed annuitants;*
  - e. *Attrition achieved by RIFs. Please refer to Appendix 1 for specific steps and timing. For purposes of the Phase 1 ARRP, the agency should include the following information:*
    - i. *The competitive areas and organizational components that the agency has targeted or will target for initial RIFs, and*
    - ii. *The agency's target for reductions in FTE positions via RIFs.*

See **Table 1**, which demonstrates the specific tools the agency intends to use to achieve a 20% reduction in the number of FTE positions and the associated potential savings or costs.

6. *A list by job position of all positions categorized as essential for purposes of exclusion from large-scale RIFs, including the number per each job position and total by agency and subcomponent.*

In lieu of large-scale RIFs, CFA has identified specific tools under Question 5 above that will result in a 20% reduction in the number of FTE positions by FY 2027, starting with a 13%

reduction in FY 2025. CFA conducted a staff reorganization in FY 2023-24 to focus on the agency's core mission, eliminating the Administrative Assistant position (through a RIF) and the Architectural Historian position, and converting these two FTEs to positions that specifically focus on Project Review and Commission Record. The agency does not propose any additional RIFs in this ARRP.

See **Table 2**, which identifies all positions categorized as essential for purposes of exclusion from large-scale RIFs.

7. *The agency's suggested plan for congressional engagement to gather input and agreement on major restructuring efforts and the movement of fundings between accounts, as applicable, including compliance with any congressional notification requirements.*

Because of the small size of the agency and its limited impact on the federal budget, CFA does not anticipate the need to engage with Congress on the agency's proposed Agency RIF and Reorganization Plan. CFA is pursuing restructuring efforts as described in this ARRP and anticipates that the agency will be able to perform its statutorily required work and deliver on the President's priorities with the proposed consolidated staff footprint.

8. *The agency's timetable and plan for implementing each part of its Phase 1 ARRP.*

As described in Question 5 and Table 1, CFA proposes to achieve a 20% reduction under the following schedule:

FY 2025: 13% reduction, effective by September 30, 2025

- Deferred Resignation Program (DRP): One position will not be backfilled following the departure of the one employee who accepted the DRP.
- Reemployed annuitant: One position will not be backfilled following the expiration of the one current reemployed annuitant's term of service.

FY 2027: 7% reduction (for 20% total reduction), effective by September 20, 2027

- Anticipated retirement: One position will not be backfilled following the expected retirement of one employee.

U.S. Commission of Fine Arts  
Agency RIF and Reorganization Plan - Phase 1

**TABLE 1 (Question 5)**

Specific tools CFA intends to use to achieve efficiencies	FY 2024 appropriated FTE positions	FTE positions reduced			Potential savings or costs		
		FY25	FY26	FY27	FY25	FY26	FY27
a Continuation of the current hiring freeze	15	0	0	0	-	-	-
b Regular attrition (e.g., retirement, movement between agencies and the private sector)							
- Deferred Resignation Program		1	0	0	(\$208,374)	-	-
- Retirement		0	0	1	-	-	(\$208,374)
c Attrition through enhanced policies governing employee performance and conduct		0	0	0	-	-	-
d Attrition through the termination or non-renewal of term or limited positions or reemployed annuitants		1	0	0	(\$89,196)	-	-
e Attrition achieved by RIFs							
i The competitive areas and organizational components that the agency has targeted or will target for initial RIFs		N/A	N/A	N/A	-	-	-
ii The agency's target for reductions in FTE positions via RIFs		0	0	0	-	-	-
Total reduction/savings per year		2	0	1	(\$297,570)	\$0	(\$208,374)

TOTAL REDUCTION/SAVINGS FROM FY 2024 APPROPRIATED FTE POSITIONS	3	\$505,944
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Total employee headcount each fiscal year	15	13	13	12
Total reduction from FY 2024 appropriated FTE positions		-13%	-13%	-20%

U.S. Commission of Fine Arts

Agency RIF and Reorganization Plan - Phase 1

**TABLE 2 (Question 6)**

Essential positions excluded from large-scale RIFs			Positions excluded
1	ES-0808-00	Secretary	1
2	GS-0808-15	Assistant Secretary	1
3	GS-0341-15	Chief Operating Officer	1
4	GS-0301-15	Senior Administration/ Policy Advisor	1
5	GS-0020-14	Senior Urban Planner	1
		Senior Advisor, Historic Preservation	1
6	GS-0808-13	Shipstead-Luce Act Architect	1
		Architect & Planner	1
7	GS-1001-13	Historic Preservation Specialist, Old Georgetown Act	3
8	GS-0170-13	Historian	1
9	GS-1001-11	Project Review Coordinator	1
10	GS-0341-13	Administrative Officer	1
11	GS-2210-13	Information Technology Specialist	1
<b>TOTAL POSITIONS EXCLUDED FROM LARGE-SCALE RIFs</b>			<b>15</b>