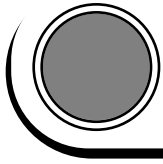


TABLE OF CONTENTS

Public and Private Resources	2
The Executive Departments: Public Agencies and Functions	13
Department of State	13
Department of the Treasury	14
Department of Justice	15
Department of the Interior	16
Department of Agriculture	18
Department of Commerce	19
Department of Labor	21
Department of Defense	22
Department of Health and Human Services	23
Department of Housing and Urban Development	25
Department of Transportation	25
Department of Energy	27
Department of Education	28
Department of Veterans Affairs	28
Department of Homeland Security	29

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Why Are Government Resources Important?

As a citizen, you have a great many obligations—and not the least of them is the duty to inform yourself, the obligation to know as much as you possibly can about American government and politics. Granted, the field of American government and politics is vast, and it is also very complex. But here, as with any other subject, you must recognize this: The fact that there is so much to know is not an excuse for knowing nothing.

Remember the point made in Chapter 8—most Americans learn most of what they know about public affairs from television. Television is both an important and a useful source of information—and so, too, are radio and newspapers. But the people who depend solely on those sources can have only a very imperfect picture of the political world. Those media focus mostly on the sensational and the newsworthy, and so they provide only a part of the whole picture. They are not, and they do not intend to be, of much help to you in finding answers to such questions as these: What is the power of judicial review, and why is it important? How can you discover how your senators and representatives in Congress have voted on particular measures? What were the principle issues in the elections of 1836 and of 1932, and why were those elections so critical in the development of the American political system? Why is Congress and all but one of the 50 State legislatures bicameral, and why is that important?

Fortunately, there are a great many other sources—both public and private—to which you can turn to discover a great deal about the subject of American government and politics. This booklet is intended to guide you to those sources.

Government Publications

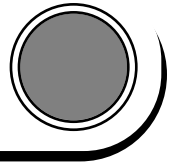
Nearly all federal agencies publish pamphlets and reports to describe their work and to provide general or specialized information to the public. Now that the World Wide Web is well-established, most agencies also provide a great deal of information on their Web sites. Additional information and publications are available from agencies upon request via telephone and now via electronic mail. Other government publications are available at a nominal price from the Superintendent of Documents, Government Printing Office, Washington, D.C. 20402.

Most of the many publications produced by federal agencies—including congressional committee hearings and reports—can be found in any of the more than 1,300 depository libraries located in all 50 States. A depository library is one to which the Government Printing Office regularly sends free copies of the materials it publishes. There are also nearly 9,500 public libraries in the United States, and many hundreds of other more specialized and private libraries that contain the most useful of the government's publications.

The Government Printing Office publishes two very useful catalogs, as well as an online listing of new titles: (1) *New and Popular Publications* (available free upon request to U.S. Government Printing Office, Office of Program Awareness, Mail Stop: SM, Washington, D.C. 20401), which lists hundreds of the GPO's best-selling titles, and (2) *The Monthly Catalog of U.S. Government Publications* (sent to subscribers for a nominal charge), a comprehensive listing of all federal agency publications currently for sale from the GPO. The Web address for this catalog is: www.access.gpo.gov/su_docs/locators/cgp/index.html. Also available online is "What's New," a weekly listing of all new titles for sale from the

"A people who mean to be their own governors must arm themselves with the power that knowledge gives."

— James Madison



GPO (<http://bookstore.gpo.gov>). The Government Printing Office also maintains retail outlets, GPO Bookstores, in 18 locations around the country. Each of them can be found in the telephone book for the particular locale.

A Word About the Web

Many agencies in the United States Government have taken advantage of new computer technologies to distribute the information they generate. Most government offices, agencies, and museums now host their own Web sites on the Internet. These sites often include mini search engines, links to related sites, and even electronic mail addresses of officials and staff. If the information on a Web site is not clearly presented or raises any questions, call the agency to ask for assistance.

Caution: Web addresses sometimes change, in which case the one you enter may not take you to the site you wish to visit. If the old address does not immediately forward you onto the current site, you can try the following tip: type in the beginning of the address. For example, if www.access.gpo.gov/nara/nara001.html does not take you to the United States Government Manual, type in just the beginning of the address, www.access.gpo.gov/ to visit the Government Printing Office home page for a link to the Manual.

The following are among the most useful of all government publications, and you should have access to them, in your school's library or a local library.

United States Government Manual

www.access.gpo.gov/nara/nara001.html

Published annually by the National Archives and Records Administration. The *Manual* describes the creation, organization, and work of every unit in the executive, legislative, and judicial branches of the Federal Government. It also contains up-to-date organization charts and lists persons holding upper-level government posts.

Congressional Directory

www.access.gpo.gov/congress/cong016.html

Published once every two years with an annual supplement by the congressional Joint Committee on Printing, the *Directory* focuses on the legislative branch. It includes autobiographical sketches of all members of Congress, lists congressional committees and committee assignments, identifies office and committee staff personnel, tabulates statistics for recent congressional elections, and reprints the map of each congressional district.

Statistical Abstract of the United States

www.census.gov/statab/www/

Published annually by the Census Bureau in the Department of Commerce. The *Abstract* is an extensive compilation of recent statistical data on virtually every aspect of American economic, social, and political life. Its hundreds of charts, graphs, and tables cover such topics as population, immigration, public finance, and law enforcement. The Census Bureau gathers these statistics from many sources; for each table, it cites the agency which provided the information. These agencies are staffed with researchers who can help point out more data if needed.

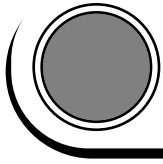
Historical Statistics of the United States, Colonial Times to 1970

This two volume set, first published in 1976 by the Bureau of the Census, is a companion to the annual Statistical Abstract. In its third edition, it compiles earlier Census Bureau data into tables which cover as many years that information has been recorded by the U.S. Government.

Congressional Record

www.access.gpo.gov/su_docs/aces/aces150.html

Published for every day that Congress is in session, and bound and indexed annually by the congressional Joint Committee on Printing. The *Record* contains everything that is said (and



Public and Private Resources

much that is not) and reports all the actions taken on the floor in either house. A twice-monthly *Congressional Record Index* contains the same information. (Each member of Congress has an allotment of subscriptions of the *Record*, to be mailed to whomever he or she chooses. Your local or school librarian might wish to contact your member of Congress to see about obtaining a copy.)

Weekly Compilation of Presidential Documents

www.access.gpo.gov/nara/nara003.html

Published every Monday by the White House. It reprints the President's public messages, speeches, and other statements; the text of press conferences; and a checklist of bill signings, appointments, and White House press releases.

Budget of the United States Government

www.gpo.gov/usbudget

Published annually by the Office of Management and Budget. The budget document provides a summary of the budget for the year, special analyses of the budget, historical tables, organization charts of the United States Government, and details of new policy initiatives. The Office of Management and Budget also includes *A Citizen's Guide to the Federal Budget of the United States Government*, updated annually, on its Web site.

Code of Federal Regulations

www.access.gpo.gov/nara/cfr/cfr-table-search.html

Published annually by the Office of the Federal Register; this multi-volume set presents rules that govern federal agencies. These rules and regulations are based upon laws passed by Congress.

Federal Register

www.access.gpo.gov/su_docs/aces/aces140.html

Also published by the Office of the Federal Register,

this daily publication updates changes to the Code of Federal Regulations. The *Register* also prints Presidential documents, proposed rules for agencies, notices, and other documents relating to the executive branch.

State Manual, or Blue Book

Published once every year or two, usually by each State's office of the secretary of state, it often contains the text of the State's constitution, brief descriptions of State and local governmental structure and agencies, recent election results, lists of State and local officials, and much historical, descriptive, and other data about the State.

The Book of the States

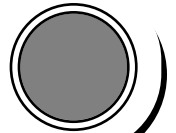
Published every two years by the Council of State Governments. It contains a wealth of factual and comparative data on the organization, procedures, and major functions of State governments and several essays on current developments in State government and politics.

See also: www.Stateline.org for news and background on the 50 United States, plus links to the home pages of each State government.

Guides and Indexes

Several privately published guides to printed materials will help you find information in a variety of publications. Guides are published monthly, quarterly, or annually, and most are available in a public library.

In addition to these printed publications, many libraries now have computers that access guides which are updated on a weekly or daily basis. Online computer services, which allow someone to locate (and possibly retrieve) a publication or item of information while sitting at a computer terminal, are also available to individuals and schools. These online computer services are worth investigating as new storage and retrieval systems make these services more available and useful to the public.



Readers' Guide to Periodical Literature. The *Readers' Guide* gives short references, or citations, to specific articles published in a selection of general-interest magazines. The *Readers' Guide* arranges the citations into one alphabetical list. Book reviews are listed at the end of the *Guide* in a separate section. A new *Readers' Guide* is published each month, and these issues are later cumulated by year.

The Public Affairs Information Service (PAIS). Organized by subject, this index gives references to books, articles, and government documents. The subjects covered include business, economic and social conditions, public policy, and international relations. Most references provide a summary, or abstract, of each publication indexed. This tool is international in its scope, citing documents written in English, French, German, Italian, Portuguese, and Spanish.

The Social Sciences Index. This index is a more specialized, academically oriented catalog of periodical articles in the social sciences. You will find listings of articles on political science, public administration, economics, and criminology in addition to the other social sciences.

Newspaper Indexes

Most major (and many smaller) newspapers publish indexes to their daily editions, typically on a bi-weekly or monthly and annual basis. The *New York Times Index* and the *Wall Street Journal Index* are outstanding examples of this kind of very valuable research tool and can be found in larger libraries. The World Wide Web also gives access to the full text and archives of many newspapers; however, some are available only through a paid subscription.

General Reference Works

Many general reference works will prove very useful to understanding American government and politics. A few of the important works pub-

lished by governmental agencies are listed on pages 2–4. The list of works published by private sources is extremely long and grows yearly. Here are several books that you will probably be able to find in your school or local library. Most of these books are revised and updated on a regular basis.

The American Political Dictionary, 11th ed. by Jack Plano and Milton Greenberg. (Published by Harcourt College Publishers)

Atlas of American History, 2nd ed. by Kenneth T. Jackson. (Published by Scribner)

Encyclopedia of the American Constitution, edited by Leonard W. Levy and Kenneth L. Karst. (Published by Macmillan Reference USA)

Encyclopedia of American History, 7th ed., edited by Richard B. Morris and Jeffrey B. Morris. (Published by Harper Collins)

Encyclopedia of the American Legislative System, edited by Joel H. Silbey (Published by Scribner)

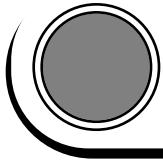
Safire's New Political Dictionary by William Safire. (Published by Random House)

Several publications by Congressional Quarterly (www.cq.com) are cited at various points in your textbook. Among the many excellent reference works published by Congressional Quarterly are these volumes:

The American Presidency: Origins and Development, 1776–2002. This source traces the history of the presidency and examines the various social, economic, and international conditions that have shaped it.

Congressional Quarterly's Guide to Congress. This is a comprehensive study of the origins, history, power, and procedures of the nation's law-making body.

Congressional Quarterly's Guide to the Presidency. This guide provides in-depth information about the presidency and the executive agencies.



Public and Private Resources

Congressional Quarterly's Guide to U.S. Elections. This book is a massive collection of returns for all House and Senate elections since 1914, all gubernatorial elections since 1788, and all presidential elections and national nominating conventions.

Desk Reference on American Government. This one-volume guide offers quick answers to frequently asked questions about the U.S. Government.

Desk Reference on the Federal Budget. This guide answers more than 500 questions, organized into sections by subject, about the federal budget.

Desk Reference on the States. This guide to State governments describes the branches of government in a question-and-answer format, organized into subject sections.

Elections A to Z. This guide discusses the history and concepts of the American electoral process in more than 200 alphabetically arranged entries.

Encyclopedia of American Political History. The articles in this encyclopedia cover significant people, events, and concepts in United States political history.

How to Access the Federal Government on the Internet. This guide helps Web surfers navigate the many Web sites maintained by branches and agencies of the National Government.

The Supreme Court A to Z. This guide covers major decisions by the Court, biographies of the justices, and powers of the Court.

Supreme Court Decisions and Women's Rights. Appropriate for high-school students, this reference includes photos, cartoons, and other illustrations.

Washington Information Directory. This directory reports on political action committees and other political organizations with offices in Washington.

Almanacs

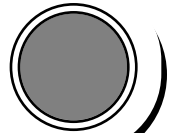
Almanacs are handy reference tools that contain a wealth of up-to-date information on a variety of topics. Most almanacs give you ready access to data about politics, the economy, population, history, and other areas of vital information. Because almanacs are inexpensive, one-volume books that are published annually, you should easily be able to find a current edition in a library or bookstore, or even in your classroom. Some of the best-known almanacs are listed below.

The World Almanac and Book of Facts. This general almanac contains close to 1,000 pages and 10,000 listings, most of which are useful to students of American government. The book contains separate sections with the previous year in review, time lines on world and American history, and listings for each State in the Union and each country in the world.

The Time Almanac with Information Please. Much like *The World Almanac* in size and scope, this almanac also contains special consumer features on such issues as drug abuse, taxes, first aid, science, law enforcement, etc.

The New York Times Almanac. This almanac draws on the considerable resources of one of the world's major newspapers to provide in-depth treatment of topics not included or not covered so extensively by other almanacs. It also includes more tabular material than other volumes of this type.

The Statesman's Year-Book. Published for nearly 140 years, this specialized British almanac features close to 1,700 pages of information about the countries of the world. Entries are listed by country and include information about the history, population, geography, climate, government, defense, international relations, economy, energy, natural resources, industry, trade, communications,



religion, education, and social welfare of a nation.

Britannica Book of the Year. This volume is not strictly an almanac; it is the yearly supplement to the Encyclopaedia Britannica. However, the last few hundred pages contain up-to-date statistical information about all the countries of the world, similar to the information you would find in an almanac.

Periodicals

A vast amount of basic information can be found in the news stories, feature articles, and commentaries in magazines and other periodicals. To locate articles, use one of the references or guides listed.

Many periodicals—such as *Time*, *Newsweek*, or *U.S. News & World Report*—provide general news coverage. However, keep in mind that many periodicals reflect a strong liberal or conservative perspective on their coverage of current events. For example, the *Weekly Standard* has a conservative bent and *The Nation* offers a contrasting liberal perspective.

Most libraries will carry at least several of these well-respected magazines:

American Heritage
The Atlantic Monthly
Business Week
Commentary
Common Cause Magazine
Congressional Digest
Congressional Quarterly Weekly Report
Current History
The Economist
Forbes
Fortune
Harper's
International Affairs
The Nation
National Civic Review
National Journal
National Review
Nation's Business

The New Republic
Newsweek
Public Opinion
Time
U.S. News & World Report
World Press Review

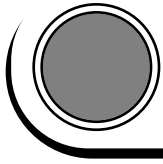
A number of more specialized scholarly journals are also available in many libraries. The following are among the most useful for students of American government:

American Journal of Political Science
The American Political Science Review
The Annals of the American Academy of Political and Social Sciences
Foreign Affairs
Foreign Policy
Governing
Journal of International Affairs
The Journal of Politics
The Journal of Policy Analysis and Management
Political Science Quarterly
Presidential Studies Quarterly
Public Administration Review
Public Opinion Quarterly
Publius: The Journal of Federalism
The Review of Politics
World Affairs
World Politics

Private Organizations

A large number of private organizations publish informative pamphlets and other materials on American government and politics, focusing especially on various public policy questions. To find the name and address of an organization, see *The Encyclopedia of Associations*, a reference work published yearly that is a guide to national and international organizations.

A sampling of some of the most prominent organizations are listed below:



Public and Private Resources

American Civil Liberties Union (ACLU), 125 Broad Street, 18th Fl., New York, NY 10004-2400 www.aclu.org

The American Enterprise Institute for Public Policy Research, 1150 17th Street, NW, Washington, D.C. 20036 www.aei.org

American Federation of Labor and Congress of Industrial Organizations (AFL-CIO), 815 16th Street, NW, Washington, D.C. 20006 www.aflcio.org

Common Cause, 1250 Connecticut Avenue, NW, #600, Washington, D.C. 20036 www.commoncause.org

Democratic National Committee, 430 S. Capitol Street, SE, Washington, D.C. 20003 www.democrats.org

Foreign Policy Association, 470 Park Avenue South, New York, NY 10016 www.fpa.org

The League of Women Voters of the United States, 1730 M Street, NW, Suite 1000, Washington, D.C. 20036-4508 www.lwv.org

National Association for the Advancement of Colored People (NAACP), 4805 Mt. Hope Drive, Baltimore, MD 21215 www.naacp.org

National Center for State Courts, 300 Newport Avenue, P.O. Box 8798, Williamsburg, VA 23187-8798 www.ncsconline.org

Project Vote Smart, One Common Ground, Philipsburg, MT 59858 www.vote-smart.org

Republican National Committee, 310 1st Street, SE, Washington, D.C. 20003 www.rnc.org

United States Chamber of Commerce, 1615 H Street, NW, Washington, D.C. 20062-2000 www.uschamber.org

Books

This unit-by-unit listing is not intended as an exhaustive bibliography. It is, instead, a sampling of many recently published volumes useful to the study of American government.

UNIT 1

Adams, Charles. *Those Dirty Rotten Taxes: The Tax Revolts That Built America*. The Free Press, 1998.

Berkin, Carol. *A Brilliant Solution: Inventing the American Constitution*. Harcourt, 2002.

Browning, Graeme. *Electronic Democracy: Using the Internet to Transform American Politics*. Information Today/Cyber Age Books, 2nd ed., 2000.

Danieli, Yael. *The Universal Declaration of Human Rights: Fifty Years and Beyond*. Baywood, 1999.

Dietze, Gottfried. *The Federalist: A Classic in Federal Union and Free Government*. Johns Hopkins, 1998.

Rossum, Ralph and G. Alan Tarr. *American Constitutional Law: The Structure of Government*, Vol. 1. St. Martin's, 5th ed., 1998.

Saco, Diana. *Cybering Democracy: Public Space and the Internet*. University of Minnesota Press, 2002.

Schudson, Michael. *The Good Citizen: A History of American Civic Life*. The Free Press, 1998.

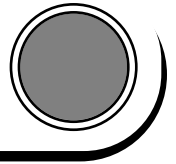
Sutton, Robert P. *Federalism*. Greenwood Press, 2002.

UNIT 2

Alexander, Paul. *Man of the People: The Life of John McCain*. John Wiley & Sons, 2003.

Alger, Dean E. *Megamedia: How Giant Corporations Dominate Mass Media, Distort Competition and Endanger Democracy*. Rowman & Littlefield, 1998.

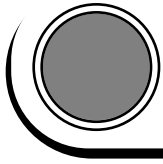
Public and Private Resources



- Asher, Herbert. *Polling and the Public: What Every Citizen Should Know*. CQ Press, 5th ed., 2001.
- Bibby, John F. *Politics, Parties and Elections in America*. Wadsworth, 2003.
- Bibby, John F. and L. Sandy Maisel. *Two Parties—or More? The American Party System*. Westview Press, 2003.
- Cigler, Allan J. and Burdett A. Loomis (eds.). *Interest Group Politics*. CQ Press, 6th ed., 2002.
- Clemens, Elisabeth Stephanie. *The People's Lobby*. University of Chicago Press, 1999.
- Davis, Richard. *The Web of Politics: The Internet's Impact on the American Political System*. Oxford, 1998.
- Freeman, Jo. *A Room at a Time: How Women Entered Party Politics*. Rowman & Littlefield, 1999.
- Graber, Doris. *Mass Media and American Politics*. CQ Press, 6th ed., 2002.
- Herrnson, Paul S. and John C. Green (eds.) *Multiparty Politics in America: Prospects and Performance*. Rowman & Littlefield, 2002.
- Kahan, Michael. *Media Politics*. Prentice Hall, 1999.
- Kurtz, Howard. *Spin Cycle: How the White House and the Media Manipulate the News*. Simon & Schuster, 1998.
- Leech, Beth L. and Frank R. Baumgartner. *Basic Interests: The Importance of Groups in Politics and in Political Science*. Princeton University Press, 1999.
- Milkis, Sidney M. *Political Parties and Constitutional Government: Remaking American Democracy*. Johns Hopkins University Press, 1999.
- Ness, Immanuel. *Encyclopedia of Interest Groups and Lobbyists in the United States*. Sharpe Reference, 2000.
- Paletz, David L. *The Media in American Politics: Contents and Consequences*. Longman, 2nd ed., 2002.
- Patterson, Thomas E. *The Vanishing Voter: Public Involvement in an Age of Uncertainty*. Alfred A. Knopf, 2002.
- Reeves, Keith. *Voting Hopes or Fears?* Oxford University Press, 1999.
- Sabato, Larry. *The Party's Just Begun: Shaping Political Parties for America's Future*. Longman, 2002.
- Selnow, Gary W. *Electronic Whistle-Stops: The Impact of the Internet on American Politics*. Praeger, 1998.
- Wattenberg, Martin P. *Where Have All the Voters Gone?* Harvard University Press, 2002.
- Whitaker, Lois D. (ed.). *Women in Politics: Outsiders or Insiders? A Collection of Readings*. Prentice Hall, 1999.

UNIT 3

- Adler, E. Scott. *Why Congressional Reforms Fail: Reelection and the House Committee System*. University of Chicago Press, 2002.
- Congressional Staff Directory: Members, Committees, Staffs, Biographies*. CQ Staff Directories, annual.
- Davidson, Roger H. and Walter J. Oleszek. *Congress and Its Members*. CQ Press, 8th ed., 2002.
- How Congress Works*. CQ Press, 3rd ed., 1998.
- Jones, Charles O. *Separate but Equal Branches: Congress and the Presidency*. Chatham House, 2nd ed., 1999.
- Kennedy, John F. *Profiles in Courage*. Harper-Collins, 2000.
- Loomis, Burdett. *The Contemporary Congress*. Bedford Books, 3rd ed., 2000.
- Ornstein, Norman, et al. *Vital Statistics on Congress*. CQ Press, biennial.



Public and Private Resources

Rogers, Mary Beth. *Barbara Jordan: An American Hero*. Bantam, 1998.

Smock, Raymond W. *Landmark Documents on the U.S. Congress*. CQ Press, 1998.

Swers, Michele L. *The Difference Women Make: The Policy Impact of Women in Congress*. University of Chicago Press, 2002.

Thurber, James A. and Colton C. Campbell (eds.). *Congress and the Internet*. Prentice Hall, 2003.

Weisberg, Herbert F. (ed.). *Classics in Congressional Politics*. Addison Wesley Longman, 2000.

Wolman, Steven. *The Bill: How Legislation Really Becomes Law*. Penguin, 1996.

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Bennett, William J. *Why We Fight: Moral Clarity and the War on Terrorism*. Doubleday, 2002.

Blackman, Ann. *Seasons of Her Life: A Biography of Madeleine Korbel Albright*. Scribner, 1998.

Borrelli, Mary Anne. *The President's Cabinet: Gender, Power, and Representation*. L. Rienner, 2002.

Doyle, William. *Inside the Oval Office: The White House Tapes from FDR to Clinton*. Kodansha International, 1999.

Edwards, George. *Presidential Leadership*. St. Martin's, 5th ed., 1999.

Gordon, George. *Public Administration in America*. St. Martin's, 6th ed., 1998.

Graff, Henry F. *The Presidents: A Reference History*. Simon & Schuster, 2nd ed., 1997.

Grossman, Mark. *Encyclopedia of the United States Cabinet*. ABC-CLIO, 2000.

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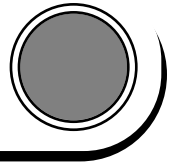
Schick, Allen. *The Federal Budget: Politics, Policy, Process*. Brookings Institution, 2000.

Schoultz, Lars. *Beneath the United States: A History of U.S. Policy Toward Latin America*. Harvard University Press, 1998.

Schweizer, Peter. *Reagan's War: The Epic Story of His Forty-Year Struggle and Final Triumph Over Communism*. Doubleday, 2002.

Shenkman, Richard. *Presidential Ambition: Gaining Power at Any Cost*. HarperCollins, 2000.

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Wittkopf, Eugene R. and Christopher Jones. *The Future of American Foreign Policy*. St. Martin's, 3rd ed., 1999.

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UNIT 5

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Berlin, Ira. *Many Thousands Gone: The First Two Centuries of Slavery in America*. Harvard, 1998.

Banaszak, Ronald (ed.). *Fair Trial Rights of the Accused: A Documentary History*. Greenwood Press, 2002.

Collier-Thomas, Bettye and V.P. Franklin (eds.). *Sisters in the Struggle: African American Women in the Civil Rights-Black Power Movement*. New York University Press, 2001.

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Haskins, James. *Distinguished African American Political and Governmental Leaders*. Oryx Press, 1999.

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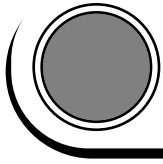
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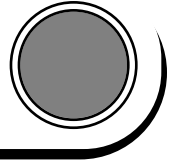
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Department of State

www.state.gov

Established: 1789

Head: Secretary of State

The State Department's primary objective is to promote the long-range security and well-being of the United States. Its major functions include advising the President in forming and executing foreign policy, negotiating treaties and agreements with foreign nations, speaking for the United States in the United Nations and other international organizations, and representing the United States at international conferences.

Regional Bureaus. Responsible for U.S. foreign affairs activities in six geographic regions: the Bureaus of African Affairs, European Affairs, East Asian and Pacific Affairs, Near East

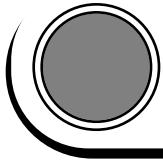
Affairs, South Asian Affairs, and Western Hemisphere Affairs.

Arms Control Bureau. Contributes to better national security by forming arms control policies and negotiating disarmament agreements with other nations.

Bureau of Economic and Business Affairs. Designs and carries out policy regarding foreign economic matters in the areas of resources and food, energy issues, trade controls, finance and development, aviation, and maritime affairs.

Bureau of Public Affairs. Provides information on foreign policy to the American people through its web site, conferences, briefings, and speaking and media engagements. This bureau also produces and distributes publications, videotapes, and films on U.S. foreign policy.

* Estimate based on number of employees in existing agencies slated to become part of new department. Number of employees in those agencies will decrease.



The Executive Departments Public Agencies and Functions

Bureau of Intelligence and Research. Coordinates and analyzes the output of the department's intelligence gathering activities, and those of other government agencies.

Bureau of Consular Affairs. Issues 7 million passports to American citizens each year, through its Office of Passport Services; also responsible for granting visas to foreigners and for the protection of American citizens abroad.

Bureau of Political-Military Affairs. Formulates and implements policies on international security, military assistance, nuclear policy, and arms transfers.

Office of the Chief of Protocol. Advises the President, the Vice President, and the secretary of state and other agencies on matters of diplomatic procedure according to international laws and customs; responsible for coordinating visits of foreign officials and conducting ceremonial functions and public events.

United States Foreign Service. Staffs and maintains American embassies, consulates, missions, and other diplomatic stations throughout the world.

Bureau of Diplomatic Security. Provides protection for department personnel here and abroad and maintains the security of American embassies and other diplomatic stations abroad.

Bureau of International Organization Affairs. Responsible for American participation in international organizations and conferences.

Department of the Treasury

www.treas.gov

Established: 1789

Head: Secretary of the Treasury

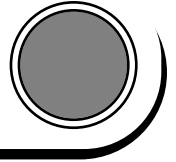
The Treasury Department is the Federal Government's leading financial agency. Its major functions include the collection of tax revenue and customs duties, borrowing and the management of the public debt, criminal law enforcement (notably tax evasion, smuggling, and counterfeiting), accounting for public monies, the manufacture of coins and currency, and the supervision of national banks.

Internal Revenue Service. Administers and enforces most federal tax laws; collects nearly all federal taxes (including, especially, personal and corporate income, social security, excise, estate, and gift taxes).

Bureau of the Public Debt. Supervises most federal borrowing; manages the public debt.

Alcohol and Tobacco Tax and Trade Bureau. This new bureau assumed the tax and trade functions of the former Bureau of Alcohol, Tobacco, and Firearms as of January 2003. The bureau is responsible for enforcing and administering laws covering the production, use, and distribution of alcohol and tobacco products.

The income tax has been the largest source of federal revenue in almost every fiscal year since 1917.



Financial Management Service. Government's central bookkeeper and principal financial reporting agency.

Bureau of Engraving and Printing. Designs, prints, and finishes all currency (paper money), treasury bonds and notes, postage stamps, food coupons, and similar financial items issued by the Federal Government.

United States Mint. Manufactures all U.S. coins; holds stocks of gold and silver; operates mints in California, Pennsylvania, Colorado, and New York; and the bullion depository at Fort Knox, Kentucky.

Office of the Comptroller of the Currency. Headed by the comptroller of the currency; administers federal banking laws and generally supervises the operations of some 2,200 national banks; directs staff of some 1,900 bank examiners working out of six district offices to assure the soundness of all national banks.

Office of Thrift Supervision. Monitors and regulates Federal and State-chartered savings

institutions. Its mission is to encourage a competitive thrift industry to meet housing and other credit and financial services needs.

Office of International Affairs. Assists in formulating U.S. policy on international financial, economic, and monetary issues.

Department of Justice

www.usdoj.gov

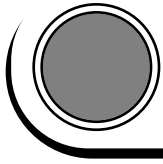
Established: 1870

Head: Attorney General

The Department of Justice is the nation's largest law firm. Among its major responsibilities, it furnishes legal advice to the President and heads of the other executive departments; represents the United States in court; enforces most federal criminal laws; enforces federal civil rights, antitrust, public lands, immigration and naturalization laws; and supervises the federal penal system.

Solicitor General. Represents the United States in the Supreme Court; decides which lower court

The Constitution gives Congress the power "to borrow money on the credit of the United States." Those few words provide the basis on which the government borrows hundreds of billions of dollars every year.



The Executive Departments Public Agencies and Functions

decisions the Federal Government should appeal to the High Court and the position the United States should take in these cases.

Antitrust Division. Handles court cases involving violations of antitrust laws, which are aimed at stopping unfair business practices such as price-fixing among competitors and attempts to control, or monopolize, a particular business market.

Environment and Natural Resources Division. Handles most civil (noncriminal) cases involving public lands and natural resources, wildlife resources, Native American lands and claims; prosecutes civil and criminal cases arising out of federal environmental protection laws.

Tax Division. Handles civil and criminal cases arising out of the tax laws; often acts as in-court attorney for the Internal Revenue Service.

Civil Rights Division. Handles civil and criminal cases involving acts of discrimination prohibited by the various federal civil rights laws.

Civil Division. Handles most civil cases to which the United States is a party (all civil cases not handled by one of the other divisions).

Criminal Division. Handles most criminal court cases involving federal crimes (all federal criminal cases not handled by one of the other divisions).

United States Marshals Service. The oldest federal law enforcement agency; its approximately 4,000 officers and administrative staff protect federal courts, execute federal court orders, arrest most federal fugitives, operate the Witness Security Program, and respond to such emergency situations as terrorist incidents.

Federal Bureau of Investigation. Principal investigative arm of the Justice Department; handles

all violations of federal law except those specifically assigned to other federal law enforcement agencies; gathers and reports facts, locates witnesses, and compiles evidence in those cases. The FBI focuses on solving crimes in six main areas: international and national organized crime/drug matters, counter terrorism, white-collar crime, cyber-crime, counterintelligence, and financial crime.

Drug Enforcement Administration. Administers and enforces laws relating to controlled substances (principally narcotics and dangerous drugs).

Bureau of Prisons. Operates the federal penal system (including 102 penitentiaries, correctional institutions, prison camps, detention centers, medical centers, and other jail facilities).

Department of the Interior

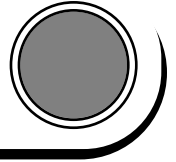
www.doi.gov

Established: 1849

Head: Secretary of the Interior

The Interior Department is the Federal Government's major conservation agency. Its principal work involves the management of public lands, national parks, and wildlife refuges; conservation, development, and use of mineral, water, fish, and wildlife resources; reclamation of arid lands; operation of federal hydroelectric power facilities; administration of the national parks system; and responsibility for Native American reservations.

Bureau of Land Management. Controls and manages some 270 million acres of public lands (located chiefly in the West and Alaska); administers 300 million more acres of lands whose underground natural resources are owned by the Federal Government; manages timber, oil, gas, minerals, rangeland, recreation, and other



resources of those lands; leases public lands for such purposes as grazing and the commercial development of oil, gas, minerals, and other resources.

Bureau of Reclamation. Builds and operates water projects to reclaim arid and semiarid lands in the western States. Most projects are multi-purpose — that is, in addition to water conservation, storage, and irrigation, they serve such other purposes as hydroelectric power generation, flood control, municipal and industrial water supply, navigation, and outdoor recreation.

National Park Service. Administers the more than 385 units of the National Park System (including national parks, national monuments, scenic rivers, lakeshores and seashores, recreation areas, and historic sites); plays host to more than 275 million tourist visits each year.

United States Fish and Wildlife Service. Responsible for protecting and increasing the nation's fish and wildlife resources; maintains more than

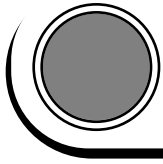
500 wildlife refuges, 70 fish hatcheries, a number of laboratories, and a nationwide network of wildlife law enforcement agents.

United States Geological Survey. Conducts surveys and other research to describe (map) the geography and geology of the United States and to locate oil, gas, mineral, water, and other natural resources; studies such natural hazards as earthquakes, volcanoes, and floods.

Office of Surface Mining Reclamation and Enforcement. Administers and enforces federal laws to protect people and the environment from the harmful effects of coal mining; regulates stripmining activities; works to reclaim abandoned mines and mined lands; aids the States in the development and enforcement of their own similar regulatory programs.

Bureau of Indian Affairs. Administers educational, public health, and other social assistance and economic development programs for the nation's Native American and Alaskan Native population, especially the approximately 1.1

The Department of the Interior is the government's major conservation agency. These graphs show the amount of money spent by the department since 1980 (left) and the breakdown of the department's budget by agency.



The Executive Departments Public Agencies and Functions

million Native Americans who now live on or near some 300 reservations.

Office of Insular Affairs. Works to promote the development of more efficient and effective government in the territories of the Virgin Islands, Guam, American Samoa, and the Northern Marianas.

Department of Agriculture

www.usda.gov

Established: 1862

Head: Secretary of Agriculture

The Department of Agriculture reflects this fundamentally important point: The nation's farms produce the food upon which all of us must depend, and they also produce a large share of the raw materials essential to the nation's manufacturing industries. The USDA's several agencies have wide-ranging responsibilities in the areas of agricultural conservation and rural development,

marketing, credit, crop stabilization, inspection and grading, and research and education.

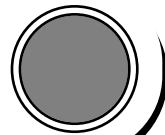
Rural Housing Service. Makes low-interest, long-term loans to farmers, ranchers, and farm groups unable to get credit at reasonable terms from other (private) lenders; also guarantees loans from private lenders. Most FHA loans are made for the purchase, enlargement, improvement, or operation of family-sized farms.

Rural Utilities Service. Makes low-interest, long-term loans to farm cooperatives and other rural-based nonprofit groups to provide electric power and/or telephone service to people in rural areas; also guarantees loans from private lenders.

Rural Business-Cooperative Service. Operates loan, loan guarantee, and grant programs to stimulate business and job growth in rural America; helps farmers form and run cooperatives to purchase supplies and market their products.

Agricultural Marketing Service. Helps farmers market their products and transport them effi-

The graph on the left shows that outlays by the Department of Agriculture have increased greatly since 1980. Together, food, nutrition, and consumer service programs take the largest share of department funds.



ciently; issues daily reports on crop conditions and market data through news media; enforces laws that prohibit fraud and other deceptive market practices; establishes standards for grading the quality of agricultural commodities; provides scientific and laboratory support; administers marketing agreements, under which producers of certain commodities (notably milk) can cooperate to regulate production and so set prices.

Animal and Plant Health Inspection Service. Conducts inspections and may impose quarantines to prevent, control, or eradicate animal and plant pests and diseases; regulates the manufacture and sale of chemical and other products used to control such pests and diseases; administers laws for humane treatment of livestock and circus, zoo, and laboratory animals.

Food and Nutrition Service. Administers the food stamp program (coupons for low-income persons and families to increase their food purchasing power); provides grants and/or foodstuffs for other food assistance programs (most notably, the School Breakfast and School Lunch programs).

Food Safety and Inspection Service. Inspects poultry and meat processing plants, grades their products, enforces safety and labeling standards.

Farm Service Agency. Conducts farm ownership and operating loan and commodity loan programs to stabilize (maintain, bolster) market prices for certain crops, a dairy price support program, and a crop insurance program for most widely grown crops. Those crops accepted as security for commodity loans are held (stored) by the Commodity Credit Corporation—which reduces surplus holdings mostly by donations to public and private welfare agencies.

Agricultural Research Service. Conducts basic and applied research programs; makes grants to support research at State agricultural experiment

stations and land-grant universities; provides management and financial support for the Extension Service (which operates through land-grant universities and county extension agents, to promote “beyond-the-classroom” education and other farm-related activities, especially in rural areas); administers grants and other financial aid for higher education in food and agricultural sciences, and in veterinary medicine.

Forest Service. Manages the national forest system; sells timber and issues oil, gas, mineral, grazing leases; provides outdoor recreation facilities and protects scenic areas and wildlife habitat; makes grants for forestry research.

Natural Resources Conservation Service. Directs and/or provides financial and other assistance for a broad range of soil conservation, watershed protection, and related programs; promotes the creation of and gives technical help to local soil conservation districts.

Department of Commerce

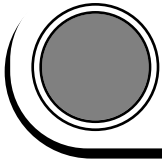
www.doc.gov

Established: 1903

Head: Secretary of Commerce

Many of the Federal Government’s programs to promote business and the overall well-being of the nation’s economy are centered in the Commerce Department. Its several agencies are charged with this broad mission: To promote international trade, spur the nation’s economic growth, and encourage technological advancement.

Bureau of the Census. Takes a census of the nation’s population every 10 years (as required by the Constitution); collects, analyzes, and publishes a vast amount of other statistical data about the people and the economy of the nation.



The Executive Departments Public Agencies and Functions

This graph shows the increasing difference between prices farmers receive for their goods and prices they pay for operating costs.

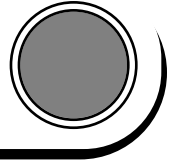
The GDP is the total national output of goods and services in one year. You can see that the GDP has continually increased each decade since 1970.

Technology Administration. Advocates policies for maximizing the impact of technology on economic growth. Through its National Institute of Standards and Technology, maintains the uniform standards of all weights and measures that, by law, can be used in the United States. Conducts advanced scientific and other experimental research and testing; provides scientific/technological services to government, private industry.

National Telecommunications and Information Administration. Helps create and disseminate national policy on telecommunications and the electronic transfer of data. The Administration also funds projects aimed at spreading the use of high technology to deliver social services and government information.

Patent and Trademark Office. Issues nearly 100,000 U.S. patents a year (patents of utility, good for 20 years; patents of design, good for 14 years; and plant patents, good for 20 years); registers over 100,000 trademarks each year (good for 10 years and renewable).

National Oceanic and Atmospheric Administration. Operates the National Weather Service, which forecasts and reports weather conditions; makes satellite observations of weather and other features of the earth's environment; conducts oceanic, atmospheric, seismological and other environmental research; publishes nautical and aeronautical maps, charts, and other reports; administers the Sea Grant program (grants for marine research, education).



Economic Development Administration. Makes grants for public works projects, local economic development planning, and other efforts to boost economies of distressed locales.

Minority Business Development Agency. Promotes and coordinates federal and other public and private efforts to help organize and strengthen businesses owned and operated by members of minority groups; furnishes management and technical assistance to minority firms.

Bureau of Economic Analysis. Collects and analyzes data to provide a detailed picture of the structure, condition, and prospects of the nation's economy; reports on the gross domestic product (the GDP, the total annual national output of goods and services, measured in dollar terms).

International Trade Administration. Promotes American interests in foreign trade, enforces federal laws to protect American industry against unfair foreign competition, maintains a network of Foreign Commercial Service offices to report on business conditions and investment opportunities abroad, and conducts trade fairs and operates trade centers in other countries.

Bureau of Industry and Security. Regulates exports, assists industry in complying with international arms control agreements, and enforces laws that control the export of products, materials, and technology for reasons of national security.

Department of Labor

www.dol.gov

Established: 1913

Head: Secretary of Labor

For more than 80 years now, the Labor Department's job has been the one Congress first assigned to it in 1913: "To foster, promote, and develop the welfare of the wage earners of the

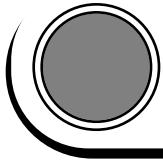
United States, to improve their working conditions, and to advance their opportunities for profitable employment."

Employment and Training Administration. Provides job training and employment; supervises the States' administration of their unemployment compensation programs; makes grants for and administers job training, work experience, and public service employment programs; through the Bureau of Apprenticeship Training, Employer and Labor Services, works to raise standards of apprenticeship and training for skilled jobs; through Youth Services administers the Job Corps, a training and employment program for disadvantaged youths 16 to 25 years old.

Employment Standards Administration. An umbrella agency: Through the Wage and Hour Division, enforces federal minimum wage and maximum hours laws; through the Office of Federal Contract Compliance Programs, enforces laws prohibiting discrimination in hiring and other job matters by persons or firms holding federal contracts; through the Office of Labor-Management Standards, enforces federal laws regulating the internal procedures of labor unions (including the election of union officers) and union finances, and conducts civil and criminal investigations to safeguard union finances and ensure union democracy; through the Office of Workers' Compensation Programs, administers laws providing injury and accident benefits for federal employees, private sector maritime workers, and disabled coal miners.

Pension and Welfare Benefits Administration. Promotes and protects pension, health, and other benefits; enforces federal laws regulating conduct of private pension, welfare plans.

Veterans' Employment and Training Service. Works with the VA and other public and private agencies to ensure the reemployment and other work benefit rights of veterans.



The Executive Departments Public Agencies and Functions

Occupational Safety and Health Administration. Sets and enforces workplace safety and health standards and provides assistance to employers in meeting those standards.

Office of Small Business Programs. Ensures that small businesses and those owned by women and minorities have ample opportunities to compete for federal contracts. This office also helps small companies interpret and comply with applicable federal regulations.

Mine Safety and Health Administration. Enforces federal laws setting minimum safety and health standards for mining operations.

Bureau of Labor Statistics. Collects, analyzes, and publishes data on employment, unemployment, hours of work, wages, prices, productivity, and several other topics in the field of labor economics.

Bureau of International Labor Affairs. Analyzes foreign labor markets and programs to serve and safeguard the interests of the U.S. labor force; studies child labor practices around the world; and advocates compliance with international labor standards.

Department of Defense

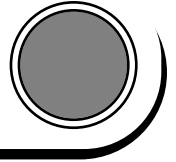
www.defenselink.mil

Established: 1949

Head: Secretary of Defense

The Department of Defense is responsible for providing the military forces needed to prevent war and protect the security of our country. The major elements of these forces are the army, navy, marine corps, and air force, consisting of about 1.4 million men and women on active

These graphs show the number of employed and unemployed persons in the labor force since 1960. In 1982, the unemployment rate rose to 9.7 percent; that level of unemployment had not been reached since the early 1940s and has since remained unsurpassed.



duty. DOD's huge civilian workforce provides various support services for the armed forces, at the Pentagon and at military installations in this country and abroad.

Joint Chiefs of Staff. The principal military advisors to the President, the National Security Council, and the secretary of defense. Headed by the Chairman of the Joint Chiefs; other members are the Army's Chief of Staff, the Air Force Chief of Staff, the Chief of Naval Operations, and the Commandant of the Marine Corps.

Department of the Army. The army is essentially a ground-based force, responsible for military operations on land; organizes, trains, and equips active duty and reserve forces to defend the United States and accomplish any other missions that may be assigned to the army.

Department of the Navy. The primary mission of the Department of the Navy, including its Marine Corps component, is to protect the United States by effectively carrying out war at sea. Responsibilities include seizing or defending advanced naval bases; supporting, as required, all other military forces; and maintaining freedom of the seas.

Department of the Air Force. Responsible for providing an air force that is capable of preserving the peace and security of the United States internationally and in space.

Service Academies. The United States Military Academy (West Point, New York), the United States Air Force Academy (Colorado Springs, Colorado), and the United States Naval Academy (Annapolis, Maryland) all offer theoretical and practical officer training as well as a four-year comprehensive college education.

The Defense Prisoner of War/Missing Personnel Office. Provides a centralized system for locating prisoners of war (POWs) and other missing personnel with the goal of accounting for all those still missing from wars and military conflicts since World War II. The Office negotiates with foreign governments on behalf of the Defense Department for information on unresolved cases.

Department of Health and Human Services

www.dhhs.gov

Established: 1953

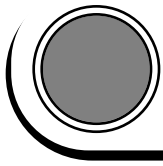
Head: Secretary of Health and Human Services

The Department of Health and Human Services administers several welfare, public assistance, and public health programs and also has a number of research, educational, and regulatory functions in those areas. HHS has described itself as "a department of people serving people, from newborn infants to . . . our most elderly citizens."

Administration on Aging. Responsible for all issues involving the elderly; develops policies, plans, and programs to benefit the elderly; provides assistance to States and Native American tribal governments.

Substance Abuse and Mental Health Services Administration. Promotes the prevention and

Department of Defense spending dropped steadily during the latter years of the twentieth century, then began to rise.



The Executive Departments Public Agencies and Functions

treatment of (1) alcohol and other drug abuses, and (2) mental illnesses. Strives to improve access and reduce barriers to programs and services.

Administration for Children and Families. An umbrella agency that advises the Secretary on issues pertaining to child welfare, developmental disabilities, child support enforcement, family assistance, Native American assistance, refugee resettlement, and legalized aliens.

Food and Drug Administration. Conducts research, administers laws that prohibit the manufacture, interstate shipment, or sale of impure, unsafe foods, drugs, medical devices, and other items; ensures that electronic products that emit radiation are safe.

Centers for Disease Control and Prevention. The federal agency charged with prevention and control of diseases and other preventable conditions; conducts several research, information, and eradication programs aimed at communicable and vector-borne diseases, injury, other

preventable conditions, and nationwide research and education programs on smoking and health.

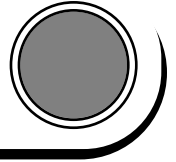
Agency for Toxic Substances and Disease Registry. Works to prevent health problems triggered by exposure to hazardous substances and pollution.

Health Resources and Services Administration. Provides medical and other health care to the poor, uninsured, and geographically isolated; makes grants to strengthen State, local, and private nonprofit hospitals and other health care facilities and programs; funds centers to train health professionals who serve AIDS patients.

National Institutes of Health. Principal federal biomedical behavioral and research agencies seeking to improve human health conditions—e.g., the National Cancer Information Service, the National Institute of Allergy and Infectious Diseases, the National Institute of Mental Health, and the National Heart, Lung, and Blood Institute.

Centers for Medicare and Medicaid Services. Administers: (1) Medicare—a health insurance

These graphs show the amount of money spent on Medicare and Medicaid (left) as well as the percentage of the GDP taken by health care.



program for most elderly persons (those over 65 who receive Social Security retirement benefits), to help pay at least most of their hospital, medical, and other health care bills (financed by a combination of compulsory payroll taxes and optional monthly fees); (2) the federal arm of Medicaid—a grant program to provide health care to those unable to pay their own medical expenses; and 3) the State Children’s Health Insurance Program.

Indian Health Service. Provides medical and other health-care services to Native Americans and Alaska Natives—including hospital and ambulatory care, preventive and rehabilitative services, and the development of community sanitation facilities.

Department of Housing and Urban Development

www.hud.gov

Established: 1965

Head: Secretary of Housing and
Urban Development

The Department of Housing and Urban Development is the principal federal agency concerned with the nation’s housing needs and with the development and rehabilitation of its urban communities. HUD conducts a number of insurance, rent subsidy, and grant programs.

Office of Community Planning and Development. Administers several grant programs to aid State and local efforts to address homelessness and upgrade housing conditions in urban areas—e.g., water, sewer, and slum clearance projects and rehabilitation of run-down housing to provide affordable housing.

Office of Housing. Administers several programs, including: (1) mortgage insurance programs—the Federal Government guarantees loans made by

private lenders (mortgages) for the purchase of private housing (mostly single-family residences and such multifamily units as apartment houses and condominiums); (2) loan programs—to help public and private borrowers finance housing projects for the elderly (e.g., nursing homes) and people with disabilities; (3) the Rent Supplement Program—in which HUD pays a portion of the rents of low-income families.

Government National Mortgage Association. The GNMA, popularly called Ginnie Mae, stands behind (guarantees) the FHA mortgages issued by the Office of Housing and also mortgages issued by the Veterans Benefits Administration in the Department of Veterans Affairs.

Office of Public and Indian Housing. Administers several programs, including: (1) public housing programs in which loans, subsidies, and other aid are given to local agencies to build and operate public housing projects (mostly for low-income families); and (2) housing programs for Native Americans—to provide low-income public housing, and promote private home ownership on and near reservations.

Department of Transportation

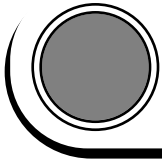
www.dot.gov

Established: 1966

Head: Secretary of Transportation

Most of the Federal Government’s activities relating to the movement of persons and goods by ground, water, or air are located in the Department of Transportation. DOT’s several agencies conduct a number of promotional and regulatory programs covering matters ranging from highway construction to offshore maritime safety to commercial air traffic.

Federal Aviation Administration. Enforces federal laws regulating air commerce (including, for



The Executive Departments Public Agencies and Functions

Housing statistics such as those shown above are often used as indicators of an economy's overall health.

example, aircraft safety, pilot licensing, and air traffic), operates an extensive network of aids to air navigation (e.g., air traffic control towers and centers, radio and other electronic communications facilities), makes grants for the construction and improvement of public airports, and conducts a wide range of aviation-related research projects.

Federal Highway Administration. Administers several grant programs to aid State and local construction and maintenance of highways and other roads (including the 42,500-mile interstate highway system); makes grants for such other purposes as highway safety (e.g., traffic signs and signals, projects to eliminate traffic hazards) and beautification; enforces federal highway safety laws (e.g., laws regulating the movement of such dangerous cargoes as explosives and hazardous wastes); builds and maintains roads in such federal areas as national parks and national forests; conducts research on a wide range of highway-related matters.

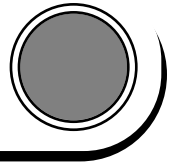
National Highway Traffic Safety Administration. Enforces federal motor vehicle safety laws, makes

grants to support State and local motor vehicle safety and accident-prevention programs (including driver training), and conducts research on matters relating to motor vehicle safety.

Federal Railroad Administration. Enforces federal rail safety laws, gives financial and other aid to certain railroads (especially those in financial difficulty), and conducts research on most phases of rail transportation.

Federal Transit Administration. Administers several grant and loan programs to help State and local governments develop and operate bus, rail, and other mass transit systems in urban areas; conducts research covering most phases of urban mass transportation and its operational efficiency.

Maritime Administration. Promotes development and operations of the nation's merchant marine, subsidizes shipbuilding and certain ship operating costs (to counter foreign competition), conducts research programs to improve the merchant marine, and trains officers for the merchant marine (at the U.S. Merchant Marine Academy at Kings Point, New York).



This graph shows the amount of money the Federal Government spends on transportation. Highway construction receives the largest portion of this funding.

Department of Energy

www.energy.gov

Established: 1977

Head: Secretary of Energy

The functions of the Department of Energy reflect the critical importance of the development, use, and conservation of the nation's energy resources. DOE's several agencies focus on such matters as high-technology research, nuclear weapons programs, the marketing of federal power, energy conservation, and much more.

Office of Fossil Energy. Directs research and development programs involving fossil fuels—coal, petroleum, and gas (e.g., study and demonstration projects relating to mining, drilling, and other methods of fuel extraction); manages the Strategic Petroleum Reserve and other petroleum storage projects.

Office of Nuclear Energy, Science, and Technology. Directs research and development

programs involving fission and fusion energy—e.g., projects relating to nuclear reactors and to the uses of nuclear energy in space.

Office of Energy Efficiency and Renewable Energy. Directs research and development programs designed to promote more efficient uses (conservation) of energy and to increase the production and use of solar, wind, tidal, and other energy from renewable sources; makes grants to support State and local efforts in those areas (e.g., local projects to weatherize housing).

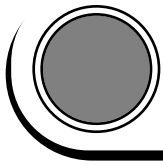
Energy Information Administration. Collects, analyzes, and publishes a broad range of data relating to energy (e.g., information on energy resources, production, and consumption).

Electrical Power Administrations. The Energy Department operates four hydroelectric power projects: Southwestern Power Administration, Western Area Power Administration, Southeastern Power Administration, and its largest project, the Bonneville Power Administration located in the Pacific Northwest. Each Administration markets and transmits the electrical energy generated by its facilities.

Nuclear Security Programs. Directs the nation's nuclear weapons research and works toward reducing the "global threat from terrorism and weapons of mass destruction."

Office for Environmental Management. Manages the cleanup of inactive nuclear waste sites; teaches safe and effective waste management methods; and studies new ways to find safe, economical, and permanent solutions to disposing of nuclear waste.

Federal Energy Regulatory Commission. Sets transportation rates and wholesale prices for natural gas, and transmission rates and wholesale prices for electricity. FERC also establishes charges for transporting oil via pipeline and licenses hydroelectric facilities.



Department of Education

www.ed.gov

Established: 1979

Head: Secretary of Education

Nearly 70 million Americans attend school. The Department of Education administers a number of programs designed to aid the States and their local units in the field of public education.

Office of Elementary and Secondary Education.

Administers grant programs to support a variety of State and local efforts in preschool, elementary, and secondary education, including grants to local school districts for Native American and migrant education and for drug- and violence-free schools.

Office of Special Education and Rehabilitative Services.

Makes grants for research and to support teacher training and other State and local programs for the education of children with disabilities and for rehabilitation programs for those children.

Office of Postsecondary Education.

Administers several grant programs to support and expand instructional and other educational services and facilities in colleges, universities, and similar institutions; administers several different types of student grant and loan programs.

Office of Student Financial Assistance.

Administers grant, work, and loan programs to assist students who want to pursue a postsecondary education.

Office of Vocational and Adult Education.

Administers grants and other programs to support and expand State and local efforts in

vocational—technical—training, adult education, and literacy programs.

Office of Educational Research and Improvement. Conducts and supports educational research and analysis of statistical data and the use of this information to improve teaching techniques.

Department of Veterans Affairs

www.va.gov

Established: 1989

Head: Secretary of Veterans Affairs

The Department of Veterans Affairs reflects a historic concern for the welfare of those men and women who have served in the nation's armed forces. Today, the Department operates a number of programs that make a broad range of benefits available to an estimated 25 million veterans.

Veterans Health Administration. Provides hospital, nursing home, domiciliary care, outpatient medical and dental care to eligible veterans; operates 163 medical centers and other facilities in this country and in the Philippines.

Veterans Benefits Administration. Provides pensions and other compensations for service-connected (and many nonservice-connected) disabilities; administers vocational rehabilitation, job training, and other educational assistance programs; administers veterans' home-loan guarantee and life insurance programs.

National Cemetery Administration. Maintains some 120 cemeteries for veterans around the country; provides headstones and markers for graves of veterans.



This table shows the discrepancy between the earnings of men and women with equal education, as well as the increase in salary that comes with higher levels of education.

Department of Homeland Security

www.dhs.gov

Established: 2002

Head: Secretary of Homeland Security

The horrific incidents of September 11, 2001, led President George W. Bush to create this newest Cabinet-level department. It is charged with protecting the nation against terrorism and encompasses all of the federal, State, and local anti-terrorism efforts. The department was formed by the melding of many already existing agencies and is divided into five major parts: Border and Transportation Security, Emergency Preparedness and Response, Science and Technology, Information Analysis and Infrastructure Protection, and Management.

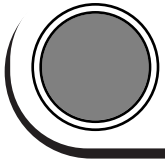
Bureau of Customs and Border Protection. Part of Border and Transportation Security (BTS),

this new bureau encompasses the border inspection functions of the U.S. Customs Service (formerly in the Treasury Department), the immigration law arm of the Immigration and Naturalization Service (formerly part of the Treasury Department), the Animal and Plant Health Inspection Service (formerly in the Agriculture Department), and the U.S. Border Patrol (formerly in the Justice Department).

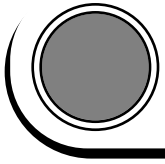
United States Coast Guard. Formerly housed in the Department of Transportation, the Coast Guard divides its mission into several areas. Those include: maritime security (enforcement of laws relating to the high seas and the navigable waters of the United States—i.e., smuggling and ship safety); maritime safety (search and rescue operations, recreational boating safety, international ice patrol); maritime mobility (aids to navigation—e.g., lighthouses, buoys, icebreakers, radio and other electronic devices); national defense (homeland security, port and waterways security, polar icebreaking); and protection of natural resources (marine pollution prevention and enforcement, foreign vessel inspections, living marine resources protection, marine and environmental science).

United States Secret Service. Protection of the President and Vice President, the members of their immediate families, visiting heads of foreign states, former Presidents and their wives or widows, and presidential and vice-presidential candidates. Also provides security for certain national events and enforces laws against counterfeiting and credit card fraud.

Bureau of Citizenship and Immigration Services. This agency has assumed the functions of the former Immigration and Naturalization Service dealing with immigration and citizenship.



Notes



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