Introducing Review Activity Area 5:
Portfolio Management, Administration
and Organizational Excellence

Orlando Epps, Chief
CPO Administrative Services Division
Activity Area 5. Portfolio Management, Administration, & Organizational Excellence

CPO aligns its portfolio against the science and service needs of NOAA, external stakeholders and partners, and balances its support across the R&D continuum from fundamental to applied R&D and research transitions to operations and applications.

- Ensure portfolio balance of competitively-based & directed research funding
- Implement budget formulation and execution, grants management, human resources, and property management
- Manage personnel actions, responses to grants and budget inquiries, domestic and international travel support, space planning, facilities support, and acquisition management
- Provide research and training opportunities to students and early career professionals at all levels
- Promote equal employment opportunities to an increasingly diverse talent pool in key mission areas
- Foster an inclusive office environment that embraces the diversity of its employees
Key Program/Activities in Activity Area 5

Pre-recorded Presentations

- Budget Formulation and Execution
  Presenter: Orlando Epps

- Grants Management
  Presenter: ASD Grants Team

- Administrative Services
  Presenter: Orlando Epps

- Cooperative Agreements and Cooperative Institutes Management
  Presenter: Orlando Epps & Diane Brown

- CPO Diversity Equity and Inclusion (DEI) Program
  Presenter: Regina Cain

- Training the Next Generation NOAA workforce
  Presenter: Todd Christenson
Mission Statement

The Administrative Services Division (ASD) supports the implementation of budget execution and formulation, grants management, cooperative institute and cooperative agreement management, human resources, property management and other administrative functions of the Climate Program Office (CPO)
Core Values

- Customer Service
- Communication
- Transparency
- Innovative Mechanisms
- Teamwork Environment
- Inclusive and Equitable Environment
- Accountability
Thank you!