

## ***CONTROLLER ALERT: Implementing the SAVE Award***

*Controller Alerts are designed to bring your attention to emerging financial management issues that may require agency attention or action. These Alerts are intended to make sure that the Chief Financial Officer (CFO) community is aware of key issues where the Office of Management and Budget (OMB) believes further action may be warranted, but do not constitute official guidance or include specific tasks for agencies beyond consideration of appropriate steps to address the issue. Additional Controller Alerts can be viewed at <https://max.omb.gov/community/x/ihXjJg>.*

This Controller Alert reminds Agency CFOs of their responsibilities to evaluate cost-cutting ideas submitted through the President's SAVE Award (Securing Americans Value and Efficiency) process, and to adopt proposals that will yield savings while also improving the operation of Government and providing better service for the American people. In particular, agencies are reminded of the requirements to implement two ideas from the 2012 SAVE Award process – shifting to senior transit fares and reducing shuttle buses that transport Federal employees.

In 2009, the President launched the SAVE Award initiative, which encourages Federal employees to submit their ideas to make government more effective and efficient and to ensure taxpayer dollars are spent wisely. Since the initiative began, Federal workers have submitted tens of thousands of ideas to curb unnecessary spending both in their own agencies and across the Government. Recommendations reflect a wide range of practical ideas for controlling costs, from implementing new measures to conserve energy, to eliminating paper copies of publications that already are available online (such as the Federal Register), to using ground shipping instead of next day service when mailing routine packages that do not require next-day delivery.

Agency CFOs have a responsibility to evaluate SAVE award proposals, and, whenever practicable, to implement SAVE Award proposals to ensure the Federal government realizes the full potential of these cost-saving proposals. This responsibility includes implementing SAVE award proposals that have been chosen as finalists, to the extent practicable and relevant to the agency. The SAVE award winners and the finalists from each year can be found using the following link: <http://www.whitehouse.gov/save-award>.

In particular, at this time agencies should be actively working to implement two initiatives that were finalists for the 2012 SAVE Award:

1. **Shift to Senior Transit Fares (2012 SAVE Award Winner)** – The 2012 SAVE Award winner was for an idea to encourage Federal employees who receive public transit benefits to shift from regular transit fare to the reduced senior fare as soon as they are eligible. In the Washington D.C. area, this change would lower the cost of the employee's travel by 50 percent, with no loss in the effective benefits for the employee. Agencies should make certain that their certification process captures reduced senior rates for employees who are eligible.

2. **Reducing Employee Shuttle Buses (2012 SAVE Award Finalist)** – A number of agencies with multiple office locations within Metropolitan areas provide employee shuttle buses that transport employees from one office to another. These shuttle routes sometimes overlap among different Federal agencies, and are operated at an unnecessarily high cost. In addition, these vehicles may sit idle or travel their routes with just a few passengers. As recommended by a 2012 SAVE Award finalist, agencies should eliminate or consolidate their bus services, encourage the use of conference and video calls, and provide access to public transportation to those with a need to travel.

Furthermore, OMB is currently collecting information regarding the savings associated with SAVE Award initiatives already implemented. Accordingly, in the next quarterly reports on agency results relating to Executive Order 13589 (Promoting Efficient Spending), required to be submitted to OMB through MAX by May 3, agencies should include information on savings associated with implementation of specific SAVE Award initiatives to date, and information about progress on such implementation.

Please direct any questions to Regina Kearney at [rkearney@omb.eop.gov](mailto:rkearney@omb.eop.gov).