

Argonne National Laboratory Prime Contract**Part I. Section H. Special Contract Requirements**

Last revised: September 29, 1999

Clause H.4 - Long-Range Planning, Program Development And Budgetary Administration

- (a) Basic Considerations. Throughout the process of planning, and budget development and approval, the Parties recognize the desirability for close consultation, for advising each other of plans or developments on which subsequent action will be required, and for attempting to reach mutual understanding in advance of the time that action needs to be taken.
- (b) Institutional Planning. It is the intent of the Parties to develop annually an Institutional Plan covering a five-year period. Development of the Institutional Plan is the strategic planning process by which the Parties, through mutual consultation, reach agreement on the general types and levels of activity which will be conducted at the Laboratory for the period covered by the plan. The Institutional Plan approved by DOE provides guidance to the Laboratory for long-range planning of programs, site and facility development, and for budget preparation. It also serves as a baseline for placement of work at the Laboratory.
- (c) Work Authorization and Financing
- (1) In accordance with the basic principles stated in paragraph (a) of this Clause, the Parties will utilize the procedures set forth in Part III, Attachment J.4, Appendix D, hereto attached and hereby made a part of this contract, for the development and presentation of work programs and budget estimates for the Laboratory and preliminary agreements thereon; such Appendix may be modified from time to time to the extent that the Parties so agree, in writing, without the execution of a formal supplement to this contract.
- (2) DOE approval of the program proposals and budget estimates will be reflected in work authorizations and financial plans developed, issued and revised in accordance with the procedures agreed upon under subparagraph (c)(1) above.