

2022 USDA EXPLANATORY NOTES – OFFICE OF THE SECRETARY - DEPARTMENTAL ADMINISTRATION

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AGENCY-WIDE

PURPOSE STATEMENT

Departmental Administration (DA) was established to ensure that the United States Department of Agriculture’s (USDA) administrative programs and policies meet the needs of USDA program organizations and are consistent with laws and mandates. DA provides leadership to ensure the timely and effective delivery of high quality and cost-effective mission support services across the Department, and coordinates, human resources, procurement, property management, emergency preparedness and response activities, and programs for small and disadvantaged business utilization.

The Department of Administration consists of the Office of Human Resource Management (OHRM), the Office of Property and Environmental Management (OPEM), the Office of Contracting and Procurement (OCP), and the Office of Small and Disadvantaged Business Utilization (OSDBU).

As of September 30, 2020, there were 305 permanent full-time employees, of which 291 were located in the headquarters office and 14 in field offices.

OIG AND GAO REPORTS

Table DA-1. Completed OIG Reports

ID	Date	Title
50099-0003-21	11/13/2020	USDA’s Management over the Misuse of Government Vehicles

Table DA-2. In-Progress OIG Reports

ID	Title
50601-003-23	OSDBU’S Controls Over the Eligibility of Contract Recipients

Table DA-3. In-Progress GAO Reports

ID	Title
#101732	Federal Grants Workforce Training

AVAILABLE FUNDS AND FTEs**Table DA-5. Available Funds and FTEs (thousands of dollars, FTEs)**

Item	2019		2020		2021		2022	
	Actual	FTE	Actual	FTE	Enacted	FTE	Budget	FTE
Discretionary Appropriations:								
Departmental Administration.....	\$22,301	79	\$21,376	72	\$21,440	79	\$26,001	93
Transfers Out:.....								
Working Capital Fund.....	-330	-	-200	-	-	-	-	-
Total Available.....	21,971	79	21,176	72	21,440	79	26,001	93
Lapsing Balances.....	-292	-	-214	-	-	-	-	-
Subtotal Obligations, DA.....	21,679	79	20,962	72	21,440	79	26,001	93
Other USDA:								
HR Training/Software.....	12,505	44	13,891	37	13,607	37	13,879	37
Flexible Spending Account.....	489	-	292	-	298	-	304	-
Honor Awards.....	8	-	7	-	7	-	7	-
Drug Testing.....	304	-	328	-	335	-	341	-
Medical Services.....	491	3	357	2	1,500	-	1,500	-
Retirement Processor Web Application.....	551	-	551	-	562	-	573	-
Shuttle Services.....	392	-	422	-	430	-	439	-
TARGET Center.....	1,135	3	1,043	3	1,064	3	1,085	-
Oversight Compliance.....	439	-	1,491	1	1,521	1	1,551	1
Employee Labor Relations.....	482	3	482	3	492	3	501	3
Real Property Leasing.....	-	-	483	-	493	-	503	-
Physical Security.....	-	-	4,256	5	-	-	-	-
Security Detail.....	-	-	5,386	15	-	-	-	-
Misc. Reimbursable.....	1,041	-	235	1	240	1	244	1
Total, Other USDA.....	17,837	53	29,224	67	20,547	45	20,928	42
Working Capital Funds a/:								
Administration (USDA).....	45,828	142	48,129	145	50,880	208	43,770	144
Executive Secretariat (USDA).....	5,193	24	4,281	21	-	-	-	-
Total, Working Capital Fund.....	51,021	166	52,410	166	50,880	208	43,770	144
Total Available, DA.....	90,537	298	102,596	305	92,867	332	90,699	279

a/ This section includes WCF activities managed by DA. Please see WCF Explanatory Notes for details.

PERMANENT POSITIONS BY GRADE AND FTE’S

Table DA-6. Permanent Positions by Grade and FTEs

Item	2019 Actual			2020 Actual			2021 Enacted			2022 Budget		
	D.C.	Field	Total	D.C.	Field	Total	D.C.	Field	Total	D.C.	Field	Total
SES.....	3	-	3	4	-	4	4	-	4	4	-	4
GS-15.....	15	1	16	15	1	16	15	1	16	17	1	18
GS-14.....	30	10	40	36	5	41	35	5	40	39	5	44
GS-13.....	34	9	43	43	7	50	34	7	41	39	7	46
GS-12.....	4	2	6	7	-	7	6	-	6	6	-	6
GS-11.....	8	-	8	6	-	6	3	-	3	3	-	3
GS-10.....	1	-	1	1	-	1	1	-	1	1	-	1
GS-9.....	6	-	6	6	-	6	5	-	5	5	-	5
GS-8.....	4	3	7	4	1	5	4	1	5	4	1	5
GS-7.....	1	-	1	2	-	2	2	-	2	2	-	2
GS-6.....	1	-	1	1	-	1	1	-	1	1	-	1
Total Permanent.....	107	25	132	125	14	139	110	14	124	121	14	135
Unfilled, EOY.....	-	-	-	-	-	-	-	-	-	-	-	-
Total Perm. FT EOY.....	107	25	132	125	14	139	110	14	124	121	14	135
FTE.....	107	25	132	111	14	125	110	14	124	121	14	135

This section includes appropriated and reimbursed only; WCF and WCF-administrative support costs staff years are shown in the WCF Explanatory Notes.

VEHICLE FLEET

SIZE, COMPOSITION, AND ANNUAL COSTS OF MOTOR VEHICLE FLEET

The DA Office of Operation’s (OO) FY 2022 budget estimate reflects a change in the number of vehicles in its fleet down to seventeen (17) vehicles from the current eighteen (18) vehicles. The DA/OO fleet is in the D.C.

Metropolitan area at the USDA South Building; Beltsville, MD (Material Management Service Center; and George Washington Carver Center (GWCC)). DA/OO will continue to review its inventory to assess the need to acquire or dispose of vehicles in its fleet. As individual leases expire, DA/OO will work with GSA to replace existing light duty, conventional gas vehicles with alternative fuel vehicles that meet our mission requirements.

All seventeen (17) vehicles have Trimble or Geotab real-time fleet management technology and drive safety devices installed. The technology is being used to provide vehicle tracking, fuel analysis diagnostics, driver safety analysis, data collection data to be used by managers for vehicle monitoring, and mandatory reporting.

Office of Operations (OO) Fleet Inventory Justifications

Material Management Service Center (MMS)

MMS currently maintains a total of five (5) motor vehicles: 3 - 26’ box trucks, 1- tractor trailer, and 1- Dodge Caravan (8-passenger). The vehicles are all leased from General Services Administration (GSA).

The 26’ box trucks and the tractor trailer are utilized in the daily pickup and delivery services for Centralized Excess Property Operation and the Consolidated Forms and Publication Distribution Center customers. The number of vehicles is determined by the number of truck drivers and the volume of property that needs to be picked up and delivered. The Caravan is used to transport customers to the Beltsville Service Center to conduct business, to transport employees to business meetings and USDA sponsored events, and to deliver/pick-up smaller property items.

Mail and Reproduction Management Division

The Mail and Reproduction Management Division maintains eleven (11) vehicles in its fleet. The box truck is used to deliver freight, bulk mail items, and copier paper. The passenger vans and cargo vans are used for the following purposes:

- Scheduled mail service between the USDA Headquarters complex and USDA leased locations;
- Same day customer requested pick-up and delivery of high priority special delivery items to and from various other Cabinet Departments, independent agencies, and private sector business associations.
- Transportation of groups of employees and/or official visitors to conferences, meetings, or official functions at locations in the D.C. metro area. Occasional requests are for out-of-town locations; and
- Shared vehicles with other agencies and offices that might need to utilize them on an as-needed basis.

Facility Management Division (FMD)

FMD maintains one (1) vehicle in its fleet. FMD uses a heavy duty 4x4 pickup truck to pick up materials from vendors to support facility operations and for travel to GWCC to provide facility support. It supports snow removal operations as necessary. The vehicle was a part of a vehicle swap between three government agencies in exchange for the option to upgrade this vehicle to a dual cab pickup that will better meet FMD’s needs.

Safety, Sustainability and Emergency Operations (SSEO)

SSEO had (1) vehicle in its fleet which was disposed of in January 2020. Hence, OO had one vehicle reduction in its fleet.

GSA Information

DM leases sedans, passenger vans, cargo vans, light duty trucks, and heavy-duty trucks from the GSA and commercial companies for transporting employees, mail, excess property, building materials, and supplies.

Changes to the motor vehicle fleet: There is one proposed reduction to the motor vehicle fleet for SSEO in FY 2021. There are no other reductions in the vehicle fleet scheduled for FY 2022.

Replacement of passenger motor vehicles: Departmental Administration will continue to follow GSA regulatory standards which are six years or 60,000 miles; except in the event Fleet Management reduced utilization dictates otherwise. Vehicle replacement is based on funding priority, program management, vehicle mileage, vehicle age, and utilization.

Fiscal Year	Sedans and Station Wagons	Lt. Trucks, SUVs, and Vans (4x2)	Lt. Trucks, SUVs, and Vans (4x4)	Medium Duty Vehicles	Buses	Heavy Duty Vehicles	Total Vehicles	Annual Operating Costs a/
2019	1	-	5	8	-	5	19	\$83
Change	-	-	-	-	-	-	-	-
2020	1	-	5	8	-	5	19	83
Change	-	-	-1	-	-	-	-1	-4
2021	1	-	4	8	-	5	18	79
Change	-	-	-1	-	-	-	-1	-5
2022	1	-	3	8	-	5	17	74

Note: Number of vehicles by type include vehicles owned by the agency and leased from commercial sources or GSA.

a/ Annual Operating Costs excludes acquisition costs and gains from sale of vehicles as shown in FAST.

SHARED FUNDING PROJECTS**Table DA-8. Shared Funding Projects (dollars in thousands)**

Item	2019 Actual	2020 Actual	2021 Enacted	2022 Budget
Working Capital Fund:				
Administrative Services:				
Material Management Service.....	\$571	\$127	\$123	\$55
Mail and Reproduction Services.....	591	620	657	247
Integrated Procurement Systems.....	213	219	240	240
Procurement Operations Services.....	1,179	1,239	1,490	1,702
Human Resources Enterprise Management Systems.....	4	4	5	5
Subtotal.....	2,558	2,209	2,515	2,249
Communications:				
Creative Media & Broadcast Center.....	83	5	44	42
Finance and Management:				
National Finance Center.....	3,134	124	111	117
Financial Management Systems.....	202	384	379	378
Internal Control Support Services.....	55	81	70	70
Financial Management Support Services.....	1,999	2,092	2,092	2,092
Subtotal.....	5,390	2,681	2,652	2,657
Information Technology:				
Client Experience Center.....	2,823	11,636	3,169	3,321
Department Administration Information Technology Office.....	-	2,293	3,904	4,050
Digital Infrastructure Services Center.....	1,563	2,904	2,276	2,371
Enterprise Network Services.....	444	552	471	518
Subtotal.....	4,830	17,385	9,820	10,260
Correspondence Management Services.....	11	9	-	-
Office of the Executive Secretariat.....	-	-	11	11
Total, Working Capital Fund.....	12,872	22,289	15,042	15,219
Department-Wide Shared Cost Programs:				
Agency Partnership Outreach.....	33	33	28	-
Human Resources Self-Service Dashboard.....	3	3	-	-
Medical Services.....	22	13	74	74
Office of Customer Experience.....	11	24	37	35
Personnel and Document Security Program.....	14	14	19	-
Physical Security.....	-	25	17	-
Security Detail.....	18	20	18	17
Security Operations Program.....	45	25	25	-
TARGET Center.....	5	5	5	-
TARGET Center NCR Interpreting Services.....	-	-	60	-
USDA Enterprise Data Analytics Services.....	-	34	19	-
Total, Department-Wide Reimbursable Programs.....	151	196	302	126
E-Gov:				
Budget Formulation and Execution Line of Business.....	1	1	2	1
Enterprise Human Resources Integration.....	8	-	-	-
E-Rulemaking.....	8	47	54	66
Financial Management Line of Business.....	-	1	-	1
Geospatial Line of Business.....	13	13	13	13
Grants.gov.....	1	-	-	-
Human Resources Line of Business.....	1	1	1	1
Integrated Acquisition Environment.....	1	6	-	-
Total, E-Gov.....	33	69	70	82
Agency Total.....	13,056	22,554	15,414	15,427

ACCOUNT 1: SALARIES AND EXPENSES**APPROPRIATIONS LANGUAGE**

The appropriations language follows (new language underscored; deleted matter enclosed in brackets):

Office of the Secretary

1 For necessary expenses of the Office of the Secretary, [~~\$46,998,000~~]\$86,773,000 of which not to exceed
 2 [~~\$5,101,000~~]\$14,801,000 shall be available for the [immediate] Immediate Office of the Secretary, of which
 3 \$9,098,000 shall remain available until expended for activities relating to climate change, including coordinating
such activities across the Department; not to exceed [~~\$1,324,000~~]\$13,429,000 shall be available for the Office of
 4 Homeland Security; not to exceed [~~\$7,002,000~~]\$13,294,000 shall be available for the Office of Partnerships and
 Public Engagement; [of which \$1,500,000 shall be for 7 U.S.C. 2279(c)(5)]; not to exceed \$2,860,000 shall be
available for the Office of Tribal Relations; not to exceed [~~\$22,321,000~~]\$27,400,000 shall be available for the Office
 of the Assistant Secretary for Administration, of which [~~\$21,440,000~~]\$26,001,000 shall be available for
 Departmental Administration to provide for necessary expenses for management support services to offices of the
 Department and for general administration, security, repairs and alterations, and other miscellaneous supplies and
 expenses not otherwise provided for and necessary for the practical and efficient work of the Department; *Provided*,
 That funds made available by this Act to an agency in the Administration mission area for salaries and expenses are
 available to fund up to one administrative support staff for the Office; not to exceed [~~\$3,908,000~~]\$4,480,000 shall be
 available for the Office of the Assistant Secretary for Congressional Relations and Intergovernmental Affairs to
 carry out the programs funded by this Act, including programs involving intergovernmental affairs and liaison
 within the executive branch; and not to exceed [~~\$7,342,000~~]\$10,509,000 shall be available for the Office of
 Communications: *Provided further*, That the Secretary of Agriculture is authorized to transfer funds appropriated for
 any office of the Office of the Secretary to any other office of the Office of the Secretary: *Provided further*, That no
 appropriation for any office shall be increased or decreased by more than 5 percent: *Provided further*, That not to
 exceed \$22,000 of the amount made available under this paragraph for the Immediate Office of the Secretary shall
 be available for official reception and representation expenses, not otherwise provided for, as determined by the
 Secretary: *Provided further*, That the amount made available under this heading for Departmental Administration
 shall be reimbursed from applicable appropriations in this Act for travel expenses incident to the holding of hearings
 as required by U.S.C. 551-558: *Provided further*, That funds made available under this heading for the Office of the
 Assistant Secretary for Congressional Relations and Intergovernmental Affairs may be transferred to agencies of the
 4 Department of Agriculture funded by this Act to maintain personnel at the agency level. [~~*Provided further*, That no~~
~~funds made available under this heading for the Office of Assistant Secretary for Congressional Relations may be~~
~~obligated after 30 days from the date of enactment of this Act, unless the Secretary has notified the Committees on~~
~~Appropriations of both Houses and Congress on the allocation of these funds by USDA agency: *Provided further*,~~
~~That during any 30 day notification period referenced in section 716 of this Act, the Secretary of Agriculture shall~~
~~take no action to begin implementation of the action that is subject to section 716 of this Act or make any public~~
~~announcement of such action in any form.]~~

The first change adds language for the funding of climate change activities.

The second change eliminates language that puts undo restrictions on the Office of Partnerships and Public Engagement.

The third change adds language that moves the Office of Tribal Relations that was previously funded under the Office of Partnerships and Public Engagement.

The fourth change eliminates language that puts undo restrictions on the Secretary of Agriculture.

LEAD-OFF TABULAR STATEMENT

Table DA-9. Lead-Off Tabular Statement (In dollars)

Item	Amount
2021 Enacted.....	\$21,440,000
Change in Appropriation.....	+ 4,561,000
Budget Estimate, 2022.....	<u>26,001,000</u>

PROJECT STATEMENT

Table DA-10. Project Statement (thousands of dollars, FTEs)

Item	2019		2020		2021		Inc. or		Chg Key	2022		
	Actual	FTE	Actual	FTE	Enacted	FTE	Dec.	FTE		Budget	FTE	
Discretionary Appropriations:												
Departmental Administration.....	\$22,301	79	\$21,376	72	\$21,440	79	+\$4,561	+14	(1)	\$26,001	93	
Transfers Out:												
Working Capital Fund.....	-330	-	-200	-	-	-	-	-	-	-	-	
Total Available.....	21,971	79	21,176	72	21,440	79	4,561	14	-	26,001	93	
Lapsing Balances.....												
	-292	-	-214	-	-	-	-	-	-	-	-	
Total Obligations.....	<u>21,679</u>	<u>79</u>	<u>20,962</u>	<u>72</u>	<u>21,440</u>	<u>79</u>	<u>+4,561</u>	<u>+14</u>		<u>26,001</u>	<u>93</u>	

PROJECT STATEMENT

Table DA-11. Project Statement (thousands of dollars, FTEs)

Item	2019		2020		2021		Inc. or		2022	
	Actual	FTE	Actual	FTE	Enacted	FTE	Dec.	FTE	Budget	FTE
Discretionary Obligations:										
Departmental Administration.....	\$21,679	79	\$20,962	72	\$21,440	79	\$4,561	14	\$26,001	93
Lapsing Balances.....	292	-	214	-	-	-	-	-	-	-
Total Available.....	21,971	79	21,176	72	21,440	79	4,561	14	26,001	93
Transfers Out.....										
Working Capital Fund.....	330	-	200	-	-	-	-	-	-	-
Total Appropriation.....	<u>22,301</u>	<u>79</u>	<u>21,376</u>	<u>72</u>	<u>21,440</u>	<u>79</u>	<u>4,561</u>	<u>14</u>	<u>26,001</u>	<u>93</u>

Departmental Administration (DA)

This program was established to provide management leadership to ensure that the United States Department of Agriculture’s (USDA) administrative programs and policies meet the needs of USDA program organizations and are consistent with laws and mandates. DA’s functions include human resources, procurement and property management, homeland security, and small and disadvantaged business utilization.

The numbers and letters of the following listing relates to values in the Change (Chg) Key column of the Project Statement:

- (1) An increase of \$4,561,000 and 14 FTEs (\$21,440,000 and 79 FTEs available in 2021).

The funding change is requested for the following items:

- A) An increase of \$342,000, which includes \$233,000 for pay inflation and \$109,000 for FERS:

This increase will support a 2.7 percent Cost of Living Adjustment pay increases for civilian employees, and a 1.1 percent increase to cover the expenses for the mandated increase of USDA’s contribution to FERS. This increase is needed to cover pay cost increases for existing staff. This will ensure adequate resources are available for the office to carry out its full range of responsibilities and support USDA program delivery.

B) An increase of \$2,254,000 and 11 FTEs for IT Procurement.

The USDA spends over \$1.2 billion annually on IT acquisitions, many of them high-risk, complex, and often not entirely successful. This funding would enable the Chief Acquisition Officer to meet FITARA requirements of an IT Cadre supporting major program offices who have IT requirements, including IT procurement and acquisitions. The establishment of a cadre of federal employees, IT acquisitions experts will lower program risk, improve contract outcomes, while removing the dependency and biases of contractor support. The anticipated annual cost is \$2.3 million (0.18 percent of the annual value of the IT portfolio) for 11 FTE’s and related administrative costs.

C) An increase of \$1,958,000 and 3 FTEs to facilitate the realignment of the Target Center and Target Center NCR Interpreting Services programs within the Cost Programs to the Departmental Administration appropriation.

After analysis conducted by the USDA’s Advisory Committee of the Shared Costs Programs, USDA determined that the realignment of resources associated with the following programs to the servicing organizations would better serve and meet the needs of the Department by improving oversight, transparency, and accountability, in addition to a realization in management efficiencies by reducing workload and administrative expenses.

TARGET Center is USDA’s Center of Excellence for assistive technology and disability-related technical services and training and assists USDA Agencies in compliance with federal laws and legislation that remove employment barriers faced by USDA employees with disabilities and protect individuals with disabilities from discrimination. The TARGET Center fulfills its mission by ensuring appropriate evaluations and implementation of reasonable accommodations for employees with disabilities in USDA’s workforce. The program includes the general administration of sign language interpreter services.

Until appropriated funds are enacted for the purpose of the Target Center Services, this program will continue to be funded through the Shared Cost Programs mechanism.

D) An increase of \$7,000 to facilitate the realignment of the Honor Awards program within the Shared Cost Programs to the Departmental Administration appropriation.

The Secretary’s Honor Awards are USDA’s most prestigious award, with a 70-year history of recognizing the Department’s most significant accomplishments. The awards are honorary (non-monetary), and the ceremony itself, with awards presented by the Secretary, serves as the most meaningful aspect of the recognition. The Honor Awards Program is sponsored by USDA’s Secretary.

Until appropriated funds are enacted for the purpose of the Honor Awards program, this program will continue to be funded through the Shared Cost Programs mechanism.

GEOGRAPHIC BREAKDOWN OF OBLIGATIONS AND FTE

Table DA-13. Geographic Breakdown of Obligations and FTE (thousands of dollars, FTE)

State/Territory/Country	2019		2020		2021		2022	
	Actual	FTE	Actual	FTE	Enacted	FTE	Budget	FTE
Alabama.....	\$167	1	\$159	1	\$162	1	\$164	1
Colorado.....	145	1	-	-	-	-	-	-
District of Columbia.....	19,897	68	20,093	67	20,554	74	25,106	88
Idaho.....	138	1	-	-	-	-	-	-
Michigan.....	162	1	167	1	170	1	172	1
Minnesota.....	347	2	205	1	209	1	211	1
Missouri.....	333	2	165	1	168	1	170	1
New Mexico.....	490	3	173	1	176	1	178	1
Obligations.....	21,679	79	20,962	72	21,440	79	26,001	93
Lapsing Balances.....	292	-	214	-	-	-	-	-
Total, Available.....	21,971	79	21,176	72	21,440	79	26,001	93

CLASSIFICATION BY OBJECTS

Table DA-14 Classification by Objects (thousands of dollars)

Item No.	Item	2019 Actual	2020 Actual	2021 Enacted	2022 Budget
Personnel Compensation:					
	Washington D.C.....	\$7,996	\$8,979	\$9,317	\$11,447
	Personnel Compensation, Field.....	1,782	869	886	895
11	Total personnel compensation.....	9,778	9,848	10,203	12,342
12	Personal benefits.....	2,882	3,078	3,201	3,891
13.0	Benefits for former personnel.....	8	6	6	6
	Total, personnel comp. and benefits.....	12,668	12,932	13,410	16,239
Other Objects:					
21.0	Travel and transportation of persons.....	111	26	27	32
22.0	Transportation of things.....	11	-	-	-
23.1	Rental payments to GSA.....	1,184	1,929	2,490	2,490
23.3	Communications, utilities, and misc. charges.....	795	754	762	770
24.0	Printing and reproduction.....	98	100	102	102
25.2	Other services from non-Federal sources.....	1,300	979	988	1,003
25.3	Other goods and services from Federal sources.....	5,440	4,188	3,605	5,277
26.0	Supplies and materials.....	34	31	32	59
31.0	Equipment.....	38	23	24	29
	Total, Other Objects.....	9,011	8,030	8,030	9,762
99.9	Total, new obligations.....	21,679	20,962	21,440	26,001
	DHS Building Security Payments (included in 25.3).....	\$426	\$363	\$229	\$229
	Mission Area Non-Major Investment Totals.....	-	\$9	\$4	\$4
25.3	Mission Area Working Capital Fund Transfers.....	-	9	3	3
Position Data:					
	Average Salary (dollars), ES Position.....	\$171,000	\$172,000	\$173,500	\$175,000
	Average Salary (dollars), GS Position.....	\$107,000	\$105,500	\$108,000	\$114,000
	Average Grade, GS Position.....	13.4	13.3	13.4	13.5

SUMMARY OF PERFORMANCE

A more detailed report of the performance plan can be found at <https://www.usda.gov/our-agency/about-usda/performance> . The following table summarizes the results for the Departmental Key Performance Indicators (KPIs) for which DA is responsible.

Table DA- 15 KPI-Research Studies

Strategic Objective 1.1		FY 16	FY 17	FY 18	FY 19	FY 20	FY 21	FY 22
1.1.1. Maintain ranking of the Top 10 Best Places to Work in the Federal Government for large agencies by the Partnership for the Public Services	Results	Baseline	7	16	16	TBD*	TBD	TBD
	Target	N/A	10	10	10	10	10	10
	Status	N/A	Met	Unmet	Unmet	TBD	TBD	TBD

*As of May 14, 2020, the Partnership for Public Service had not published a FY20 ranking.

Strategic Objective 1.2		FY 16	FY 17	FY 18	FY 19	FY 20	FY 21	FY 22
1.2.1. Reduce the Department's overall real property footprint through effective disposal and consolidation efforts (Million square Feet)	Results	Baseline	31.9	32.4	31.3	31.2	TBD	TBD
	Target	N/A	31.9	31.6	31.3	31.2	31.1	31.0
	Status	N/A	Met	Exceed	Met	Met	TBD	TBD

Strategic Objective 1.3		FY 16	FY 17	FY 18	FY 19	FY 20	FY 21	FY 22
1.3.1. Reduce the Department's total number of fleet vehicles (Thousand)	Results	Baseline	29.4	22.6	27.1	37.9	TBD	TBD
	Target	N/A	29.4	28.8	27.1	36.5^	36.5	36.5
	Status	N/A	Met	Exceed	Met	NI	TBD	TBD

^ Prior to FY20 the fleet totals only include light duty vehicles.

Exceeds: Greater than target	Met: within 5%of Target	Needs Improvement (NI): within 10% of target	Unmet: Greater than 10%
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PROGRESS Toward the Achievement of Strategic Objectives FY2020

Accomplishments towards objectives are highlighted within the Status of Programs section within this chapter. Additional information regarding performance can be located within the Annual Performance Plan and Report submitted in conjunction with our Congressional Justifications. A high-level summary of progress is provided below:

In FY 2020, DA was not able to meet its performance targets in its key performance indicators progress towards objectives was impacted by:

- In fiscal year 2020 the fleet disposal target was unmet largely due to logistical challenges related to COVID-19 restrictions that hindered vehicle sales; very limited vehicle sharing due to social distancing requirements; lack of availability of license plates for new vehicles so older vehicles were retained to continue operations; and a very active fire season that prevented Forest Service from conducting vehicle sales in a timely manner.
- Departmental Administration Office of Property and Environmental Management (OPEM) has led efforts to reduce the overall fleet inventory and continued capped fleet size for fiscal year 2021. OPEM established and worked with the agencies to create a 5-year fleet management plan that focused on replacing the USDA aging fleet that will lend efforts for increased sustainability and utilization. In partnership with GSA, there have been some aging fleet conversions to GSA leased vehicles. There has been an increase in installations of telematics which will result in increased monitoring for sustainability and utilization.
- The data collection required to calculate and report on the external metric for the Top 10 Best Places to Work in the Federal Government for large agencies by the Partnership for the Public Services was impacted by COVID.

However, even when faced with these challenges, DA was able to accomplish the following:

- OPEM has led efforts to reduce the footprint and work with mission areas to improve data integrity by implementing seven data integrity initiatives that aid in data accuracy. OPEM holds monthly Real Property Working Group meetings with USDA agencies each month to review the errors and set deadlines for corrections. The Capital Plan was submitted to GSA, and as part of the Plan, nine of the One Neighborhood field consolidations are currently being coordinated with GSA with OPEM taking the lead.
- However, data collection was not cancelled, only delayed. It is possible that the metric will eventually be calculated and reported for FY 2020 and DA can meet its target.

Expected Progress at the 2022 Proposed Resource Level

At the requested budget levels, DA will be able to meet its projected performance target outlined in the table above.

Funding at the proposed levels will allow DA to:

- USDA will continue to evaluate a new Data Enterprise System for tracking fleet inventory and processes involving fuel-consumption/costs, utilization, location, acquisition, maintenance, and disposal. USDA will further continue to monitor the vehicle capped inventory and work with mission agencies on the next 5-year plan that will further assist with replacements of the aging fleet. Quarterly reporting will monitor utilization. The USDA Dashboard is updated on the 5th of each month to reflect current vehicle inventory and utilization.
- As pandemic restrictions gradually lift, more progress in making fleet reductions is anticipated in fiscal year 2021. This will be facilitated by a fleet Proof of Concept, which increases capabilities related to inventory tracking and processes involving fuel-consumption/costs, utilization, location, acquisition, maintenance, and disposal.
- USDA is expected to continue to reduce its real property footprint. This will be accomplished by continuing to enforce the new USDA space utilization policy and identifying opportunities for space consolidation. OPEM will continue working with GSA on the nine proposed One Neighborhood field collocations.

STATUS OF PROGRAMS

Departmental Administration (DA) provides overall direction, leadership and coordination for the Department's management of human resources, property and fleet, procurement, small and disadvantaged business utilization, homeland security, customer experience, building operations, and safety and security programs under the leadership and guidance of the Assistant Secretary for Administration. DA is funded through the Office of the Secretary's appropriation. Activities of the offices that comprise DA are as follows.

The Office of Human Resources Management (OHRM)

Current Activities

OHRM leads USDA enterprise human resources to ensure the Department has the workforce necessary to fulfill its mission to the public and American farmer. To achieve this, OHRM institutionalizes hiring reforms and adopts technology improvement that are designed toward attracting and hiring a highly qualified and diverse workforce. OHRM provides timely, cross-Departmental guidance for addressing the most common human resources barriers that USDA faces in the Federal hiring process. Additionally, OHRM develops and administers Departmental policies, and directives related to position classification and management; training and employee development; labor relations; executive resource management; recruitment; leave and compensation; enterprise systems management; performance management; and organizational initiatives.

Selected Examples of Recent Progress:

Improving hiring efforts to strategically address mission critical personnel vacancies. Building upon previous direct hire authority requests to Office of Personal Management (OPM), OHRM oversees and executes the strategy to secure or expand Direct Hire authority for Forest Service, Food Safety and Inspection Service, Economic Research Service, National Institute of Food and Agriculture, Agricultural Marketing Service, Animal and Plant Health Inspection Service, and Natural Resources Conservation Service. OHRM met multiple times with OPM to present evidence and data supporting the need to secure these hiring flexibilities. This authority has led to the expedited hiring of over 2,800 positions across USDA.

Improving Performance Management at USDA. OHRM oversees the transition from 5-tier performance management to a 2-tier, pass-fail system. The USDA Mission Areas were unanimous in their desire to transition away from the current performance management system to a new system that would promote employee accountability and empower supervisors to more easily reward top performers. New policies and directives were established and approved. A communications, change-management, and comprehensive training strategy was developed and executed across the entire Department. To underpin this program was the development and implementation, first-ever enterprise performance management system for use by all USDA employees and supervisors.

Expanding the summer OneUSDA Pathways internship program. The OneUSDA Pathways Internship Program is being expanded to address increased demand for interns across the Mission Areas as well as adding more occupations to the program. OHRM is leveraging OPM's USASTaffing application to improve the application process for students as well as reduce the burden on those interested in hiring interns. Announcements were posted in early November receiving over 2,700 applications. OHRM works with Mission Areas to review applicants and make selections, resulting in the successful onboarding of almost 200 summer interns across USDA.

Successfully execution of the SES Candidate Development Program. OHRM oversaw the USDA SES Candidate Development Program (CDP). USDA received a record number of applications (1,081) with 938 qualified applicants competing for an eventual 47 program slots. These 47 SES Candidates participated in developmental details, were formally coached and mentored, and participated in structured executive coursework. The result has been the certification of all program graduates and placement of many program graduates into mission critical SES positions both within USDA and in other Federal Agencies.

Expansion of HR data analytics through new and improved dashboards. Building upon the previous improvements to the hiring plan dashboards, OHRM is leading an aggressive expansion of human capital related dashboards. New or existing dashboards with increased functionality include: Time to Hire, Direct Hire Authority, Certificate Analysis, Time Keeping, and Employee Information. These advances not only help improve decision making by providing real-time information on the state of USDA's human capital but also reduced the reporting burden required to capture this data previously. Additionally, these dashboards were integrated into the Quarterly Strategic Reviews, ensuring all Mission Area HR data was reported uniformly and consistently.

Adopting Robotics Processing Automation to reduce time spent on transaction processing. OHRM is leading the pilot development and implementation of unattended bots to support personnel action processing. The bots are designed to assist managers and the Human Resources Offices in the execution of documenting and processing performance ratings and awards as well as processing of reassignment actions. These bots have automated labor-intensive processes and reduced the execution time from days or hours down to minutes or overnight batch processing. The time gained by these efficiencies will be redirected to more value-added Human Resources work. The lesson learned from this pilot effort will lead to faster and more efficient adoption of the automation of labor-intensive HR processing work.

The Office of Property and Fleet Management (OPFM)

Current Activities

OPFM provides Department-wide administration, leadership, oversight, and policy in the areas of real and personal property acquisition, utilization, and disposal; and fleet, transportation, and aviation management. The Office provides quarterly oversight and compliance reports on USDA's leasing portfolio and provides guidance to agencies on best practices. Additionally, OPFM develops and administers policy and guidance for environmental management at USDA, including response and restoration, facilities energy management, and sustainable operations. As a result, USDA received 2020 Energy and Sustainability Awards from Department of Energy Federal Energy Management Program and 2020 Electronic Product Environmental Assessment Tool (EPEAT) Purchaser Award at the 4-star level for excellence in sustainable purchasing of IT products from Green Electronics Council.

Selected Examples of Recent Progress

- Led USDA's progress and enhanced the efficiency of its fleet from FY16 to FY20 by reducing total vehicles by nearly 17% from 44,662 to 37,163.
- Developed a plan to increase the efficiency and effectiveness of the USDA Real Property Management Program from FY2021-FY2025 to include the establishment of a Departmental approach to portfolio assessment; expansion of the One Neighborhood initiative to consolidate space and facilities; development of an enterprise asset management system; and, enhance OPFM's ability to monitor and manage real property and lease operations.
- Recovered more than \$1.7 million plus received \$6 million of work performed by potentially responsible parties (PRPs) towards cleanup of contaminants on USDA's lands by working with OGC. Record research resulted in adding \$2.5 million from the Tronox settlement funds to the program. Provided oversight of 6 OGC staff for environmental compliance and enforcement efforts via monthly meetings.
- Led the Sustainable Practice Team to promote sustainable practices in USDA. Current leadership was successful in achieving "Green" scores for 10 sustainability goals covered by the Environmental Management Division (EMD) program areas on the 2019 OMB Scorecard for Efficient Federal Operations/Management, including increasing facility energy and water efficiencies, renewable energy use, high performance sustainable buildings, and sustainable acquisitions, and reducing petroleum fuel use in vehicles and greenhouse gas emissions.
- Developed and is implementing comprehensive fleet management plan for FY 2021-2026. The plan develops a uniform 5-year metrics-driven planning and accountability process for fleet; enables fleet modernization and cost optimization; ensures new vehicle acquisitions are equipped with telematics to provide real-time, accurate data for future fleet decisions and performance assessment; implements a uniform planning and budget forecasting protocol to determine USDA fleet requirements; and, develops department-level staff capabilities.

The Office of Contracting and Procurement (OCP)

Current Activities

OCP provides Department-wide leadership and management in contracts and acquisition. OCP is an organizational leader delivering service, accountability, and stewardship across Departmental procurement priorities. OCP is responsible for Department-wide procurement policy, Enterprise-wide procurement systems including purchase charge cards, and procurement operations servicing USDA agencies and staff offices.

Selected Examples of Recent Progress

OCP strengthened services through administrative solutions. Examples of recent progress include:

Acquisition Workforce Management

- For new acquisition-related certifications, processed: 71 Federal Acquisition Certification – Contracting

(FAC-C); 1,346 Federal Acquisition Certification – Contracting Officer Representative (FAC-COR); and 77 Federal Acquisition Certification – Program/Project Management (FAC-P/PM) certificates USDA-wide.

- Managed existing certifications: 985 FAC-C; 8,053 FAC-COR; and 385 FAC-P/PM certificates USDA-wide.
- Processed 189 new warrant requests USDA-wide and managed the overall warrant program for 639 contracting officers. Was able to maintain productivity for employees and exceed expectations notwithstanding the COVID-19 pandemic which complicated training and operations during FY2020.

Data Quality

- Improved procurement data quality by reducing error rate by 2% by providing immediate error feedback via Robotic Process Automation (RPA).
- Enhanced competition in contracting by increasing the competition rate by 6% by improving data accuracy and competing requirements that we are not statutorily required to compete.
- Leveraged robotic process automation to save USDA Contracting Officers over 4,000 hours of previously manual effort.

Procurement Policy

- Successfully supported the Department-wide Digital Accountability and Transparency Act Compliance Initiative (DATA) by improving data quality and creating RPA to perform data entry functions.
- Successfully supported planning for the Federal Information Technology Acquisition Reform Act (FITARA) by supporting OCIO in audit responses/corrective actions plans and drafting IT contracting procedures.
- Led management of procurement policy by updating guidance quarterly and enacting over 40 change requests to support acquisition workforce customers in accomplishing objectives more effectively and efficiently.
- Implemented CARES Act, FAQ's, and other policy to help manage contracting throughout the COVID-19 pandemic.
- Established policy and controls to support implementation of Section 889 of the 2019 National Defense Authorization Act (NDAA).

Program Management Improvement Accountability Act (PMIAA)

- Led the Program Management Improvement Authorization Act (PMIAA) for the Department with the Senior Procurement Executive (SPE) serving as the Program Management Improvement Officer (PMIO).
- Established Mission Area Senior Program Managers (MASPMs) as the leads for implementing PMIAA USDA Enterprise-Wide.

Charge Card Service Center (CCSC)

- Led and Managed the Enterprise-wide Charge Card Programs.
- Charge Card Service Center (CCSC) Purchase Card had approximately 0.8 million transactions worth approximately \$383 million in obligations. USDA exceeded the performance target to reduce the use of convenience checks to no more than 3000; only 1,789 checks were issued. by
- The CCSC program through partnerships with Office of the Chief Financial Officer (OCFO), Financial Management Services (FMS) and the bank card provider, facilitated interface development efforts to capture the Procurement Instrument Identifier (PIID) and transfer to Financial Management Modernization Initiative (FMMI) via the reallocation interface. The collection of PIID information via the Purchase Card reallocation process is a significant step in the plan toward maximizing rebates.
- The CCSC program through its Reporting Architecture initiative released the first phase of automated reports, to ensure the agencies are in compliance with the overall Program Management goals and criteria of the Purchase Card Program.

Integrated Acquisition System (IAS)

- The Integrated Acquisition System (IAS) program developed a strategic plan (FY2020-2024) which is aligned with the OCP strategic plan (FY2020-2024).
- Funds obligated in IAS to support USDA programs increased from \$2.9 billion to \$3.4 billion, a 17% increase.
- In a significant step towards standardizing and streamlining USDA procurement processes, the USDA Contracting Policy Advisory Board (CPAB) approved the acquisition planning templates, procurement

- forecasting templates, and modification to the acquisition planning processes and procedures for IAS.
- The IAS program reduced the use of redundant software and used the cost-savings of approximately \$2 million to provide significant improvements in functionality for acquisition planning, which could lead to additional cost avoidance in overall USDA contract prices
 - With the introduction of virtual training, the number of users trained increased from 350 to 900. . The increased training capacity is crucial to meet the Acquisition Planning and IAS Consolidation training needs for FY2021.
 - The IAS program collaborated with Forest Service (FS) to implement a Robotics Process Automation (RPA) to create awards in IAS for incident procurements and will be rolling out more RPAs in FY2021 (OCP management initiative).
 - An interface was established between IAS and OCIO data lake to automate the updating of the Chief Executive Office (CXO) Dashboard.
 - The IAS Program successfully completed a second consecutive OIG General and Application Controls Audit, with zero POAMs and findings.

Procurement Operations

- Led and managed the procurement operations for DA, staff offices, Trade and Foreign Agriculture Affairs (TFAA), and Farm Production and Conservation IT.
- Executed over 2,700 contracting actions worth \$1.072 billion in obligations for FY2020.
- Led the USDA's Category Management effort resulting in USDA exceeding all areas of Category Management tracked by OMB for FY2020.
- Piloted USDA's Procurement Innovation Effort (PIE) as a safe space for the exploration of emerging and well-established practices to achieve better acquisition outcomes.
- On-boarded TFAA as a new contracting customer. Initiated a series of internal training sessions with the goal of developing a well-trained highly skilled acquisition workforce as well as creating consistency and cross collaboration across the different branches and contracting officers. A total of 29 training sessions were conducted and recorded in FY2020 and available for OCP procurement staff to view at any time.
- Implemented a process for and transitioned to 100% electronic contract files (paperless contracting). Electronic contract files increase efficiency and effectiveness in creating, reviewing, and sharing contract files and documentation while reducing printing costs, floor space and warehouse requirements.

The Office of Small and Disadvantaged Business Utilization (OSDBU)

Current Activities

OSDBU has primary responsibility for leading the implementation of the Department's Small Business Program, providing maximum opportunity for small, small and disadvantaged, Historically Underutilized Business Zones (HUBZone), women-owned, veteran-owned, and service-disabled veteran-owned businesses to participate in USDA contracting processes and to fully integrate small business into all aspects of USDA contracting and program activities. OSDBU ensures that the Department implements the Ability One Program that encourages contracting with nonprofit agencies that employ the blind or severely disabled.

Selected Examples of Recent Progress

- OSDBU continues to work closely with USDA's senior management and contracting offices and actively assisted in the acquisition process by reviewing all planned acquisitions not already set-aside for small business competition (clearance form) and made recommendations for small business set-aside acquisition strategies.
- OSDBU hosts bi-monthly Vendor Outreach Sessions in USDA for small business vendors participating in one-on-one meetings.
- In support of outreach and coalition, OSDBU participated in numerous small business events throughout the country in-person and virtually during the pandemic. These events were led by other Federal agencies as well as various Chambers of Commerce and Industry groups. OSDBU will continue to host one-on-one meetings as well Rural Small Business Events via in-person or virtual. The total number of participants can range from 30-40.
- Outreach in OSDBU is vital in respect to meeting/providing information to small businesses pertaining to doing business with USDA. OSDBU utilizes an active outreach program to identify available small, small disadvantaged, service-disabled veteran-owned, HUBZone, and women-owned small businesses.
- Throughout the year OSDBU would host and participate in small business events. These events consist of small farmers, small farmer-cooperative members, and small rural businesses to provide information and technical assistance to understand the complexities of working in Federal as well as state and commercial

business sectors. Each event can host up to 300 participants depending on the event.

- Outreach will be even more pertinent in the future due to the recovery of small businesses that were decimated due to the pandemic and revitalizing the small business community.

Language in the General Provisions of the Agriculture, Rural Development, Food and Drug Administration, and Related Agencies Appropriations Act permits agencies funded in the Act to finance the activities of selected Committees that advise them from their own funds, subject to the limitation on total obligations for these Committees.

Provided below is a list of those Committees subject to this spending limitation and their funding levels for 2019 - 2022.

USDA ADVISORY COMMITTEES				
Policy Area and Committee Title	2019 Allocation	2020 Allocation	2021 Allocation	2022 Allocation
FOOD, NUTRITION, AND CONSUMER SERVICES:				
Dietary Guidelines Advisory Committee	\$350,000	\$350,000	-	-
National Advisory Council on Maternal, Infant and Fetal Nutrition	80,000	80,000	\$80,000	\$80,000
FOOD SAFETY:				
National Advisory Committee on Meat and Poultry Inspection	60,000	60,000	60,000	60,000
National Advisory Committee on Microbiological Criteria for Foods.	150,000	150,000	150,000	150,000
RESEARCH, EDUCATION, AND ECONOMICS:				
Advisory Committee on Biotechnology and 21 st Century Agriculture	274,000	-	-	
Advisory Committee on Agriculture Statistics	70,000	70,000	70,000	70,000
MARKETING AND REGULATORY PROGRAMS:				
National Wildlife Services Advisory Committee	50,000	50,000	50,000	50,000
General Conference Committee on the National Poultry Improvement Plan	30,000	30,000	30,000	30,000
Advisory Committee on Animal Health	70,000	70,000	70,000	70,000
National Organic Standards Board	200,000	200,000	200,000	200,000
Fruit and Vegetable Industry Advisory Committee	100,000	100,000	100,000	100,000
Federal Grain Inspection Advisory Committee	75,000	75,000	75,000	75,000
TRADE AND FOREIGN AGRICULTURAL AFFAIRS:				
Agricultural Policy Advisory Committee for Trade	25,000	25,000	25,000	25,000
Agricultural Technical Advisory Committees for Trade	150,000	150,000	150,000	150,000
Advisory Committee on Emerging Markets	10,000	10,000	10,000	10,000

USDA ADVISORY COMMITTEES				
Policy Area and Committee Title	2019 Allocation	2020 Allocation	2020 Allocation	2021 Allocation
FARM PRODUCTION AND CONSERVATION:				
Agricultural Air Quality Task Force	170,000	170,000	170,000	170,000
Urban Agriculture and Innovative Production			100,000	100,000
OFFICE OF TRIBAL RELATIONS				
Council for Native American Farming and Ranching	90,000	-	-	
OFFICE OF PARTNERSHIPS & PUBLIC ENGAGEMENT				
Minority Farmer Advisory Committee	101,000	101,000	101,000	101,000
Advisory Committee on Beginning Farmers and Ranchers	112,000	112,000	112,000	112,000
USDA/Hispanic Association of Colleges and Universities	20,000	20,000	20,000	20,000
Total Advisory Committees	\$2,187,000	\$1,823,000	\$1,573,000	\$1,573,000
Advisory Committee Liaison Services	80,000	80,000	80,000	80,000
Contingencies/Reserve	633,000	997,000	1,247,000	1,247,000
TOTAL, ADVISORY COMMITTEES LIMITATION	\$2,900,000	\$2,900,000	2,900,000	2,900,000

Status of Programs

From 1983 through 1996, a central appropriation provided financial support for all authorized USDA Advisory Committee activities other than those included in the Forest Service and those financed from user fees. Beginning in 1997, language in the General Provisions of the Agriculture, Rural Development, Food and Drug Administration, and Related Agencies Appropriations Act permits agencies funded in the Act to finance the activities of selected committees that advise them from their own funds, subject to a Department-wide limitation on expenditures for those committees. The statuses of these programs provide information on the activities of committees during fiscal year (FY) 2022.

FOOD, NUTRITION, AND CONSUMER SERVICES

Dietary Guidelines Advisory Committee

The National Nutrition Monitoring and Related Research Act of 1990 requires the Secretaries of USDA and HHS to jointly publish the Dietary Guidelines for Americans at least every five years. The Dietary Guidelines was first published in 1980 and then every five years thereafter. Beginning with the 1985 edition, USDA and HHS have established a Dietary Guidelines Advisory Committee to review the scientific and medical knowledge current at the time. USDA and HHS consider the Committee's scientific review as the Departments develop the next edition of the Dietary Guidelines. Chartering a Dietary Guidelines Advisory Committee every five years rotates between USDA and HHS. USDA assumed the responsibility of chartering the 2020 Dietary Guidelines Advisory Committee and served as the administrative lead.

The Committee focused on nutrition across the lifespan – from birth into older adulthood – with a focus on patterns of what we eat and drink as a whole, on average and over time, to help prevent disease and keep people healthy. In FY 2020, the 2020 Dietary Guidelines Advisory Committee completed its work and disbanded. The work of the 20-member Committee was expected to be completed in May 2020, but the Advisory Committee's overall timeline was extended one month, in response to COVID-19. From October 2019 to June 2020, USDA and HHS held the remaining four Dietary Guidelines Advisory Committee meetings, including an extra meeting for the Committee to discuss its draft report publicly a month before it was posted for public comment. An average of 1,000 people attended each meeting online and, if available, in person. The DietaryGuidelines.gov website, which was created to increase transparency and public participation, had 1 million-page views from the site launch in February 2019 to

June 2020. As a first ever, USDA and HHS posted the Committee’s draft protocols/plans for how to conduct its scientific reviews for the public to view and submit comments before the Committee finalized and began reviews. More than 62,000 public comments were received over the course of the Committee’s work (from March 2019 to May 2020), compared to about 970 during the 2015 Advisory Committee’s review – a 6,000 percent increase. USDA and HHS posted the Scientific Report of the 2020 Dietary Guidelines Advisory Committee on DietaryGuidelines.gov on July 15, 2020 and opened a 30-day period for public comments on the report. In the first week after posting it, there were more than 10,000 downloads of sections of the report. USDA and HHS held a virtual oral public comment meeting to hear from 73 commenters; more than 660 people joined the online meeting. Over the course of the 30-day public comment period, USDA and HHS received more than 38,000 comments on the Committee’s scientific report. USDA and HHS are now in the process of considering the Committee’s scientific report, along with comments on the Committee’s report from the public and Federal agencies, as it develops the 2020-2025 Dietary Guidelines for Americans.

National Advisory Council on Maternal, Infant and Fetal Nutrition (Council)

The Council studies the operation of the Special Supplemental Nutrition Program for Women, Infants and Children (WIC) and related programs such as the Commodity Supplemental Food Program (CSFP). The Council is composed of 24 members and includes representatives of Federal, State and local governments, the medical field, industry, WIC and CSFP parent participants, and advocacy groups.

The Council’s budget is \$80,000. The Council’s expenses are unique to include the cost of lost wages and childcare for parent members.

The annual meeting of the Council was not held in 2020 due to the lack of quorum. No funds were spent on the committee other than the minimal salary costs required to complete administrative actions. The Council is currently administratively inactive due to vacancies affecting the quorum of members. By law, the Council cannot conduct official business without a quorum of members and did not host an annual meeting in FY 2020. No anticipated accomplishments in 2021.

FOOD SAFETY

National Advisory Committee on Meat and Poultry Inspection (NACMPI)

The NACMPI was established, under statutory authority in 1971, to advise the Secretary of Agriculture on matters concerning meat, poultry, and processed egg products inspection; food safety; and other matters that fall within the scope of the FMIA, PPIA, and the Egg Products Inspection Act (EPIA). The Committee is composed of 20 members. During the fiscal year 2020, the Secretary of Agriculture appointed fifteen members and extended five member's term by an additional year. In September 2020, FSIS held a public meeting to seek input on measures to strengthen domestic sampling projects for Shiga Toxin-producing Escherichia coli (STEC) in raw beef products and establish methods for developing documentation to validate certain ready-to-eat production processes to help small and very small plants overcome barriers.

2021 Future Plans: The Food Safety Inspection Service intends to evaluate and improve NACMPI's outreach plan and work on new charges to host a committee meeting in the fall of 2021.

National Advisory Committee on Microbiological Criteria for Foods (NACMCF)

NACMCF was established in 1988 under Departmental Regulation 1043-28 as a discretionary committee reporting to the Secretary of Agriculture and to the Secretary of Health and Human Services. The United States Department of Agriculture (USDA), Food Safety and Inspection Service (FSIS); the Department of Health and Human Services (DHHS), Food and Drug Administration (FDA) and the Centers for Disease Control and Prevention (CDC); the Department of Commerce (DoC), National Marine Fisheries Service (NMFS); and the Department of Defense (DoD) participate in directing the work of this committee and all benefit from committee advice.

The activities of NACMCF are carried out, in part, by subcommittees that are focused on specific areas being considered by the full committee. NACMCF reports provide current information and scientific advice to Federal food safety agencies and serve as a foundation for regulations and programs aimed at reducing foodborne disease and enhancing public health.

- In FY 2020, the NACMCF charter was renewed on January 29, 2020, and runs through January 2022.
- On February 27, 2020, the Secretary of Agriculture extended the term of all committee members through April 30, 2021, so that the committee could continue to complete the current work charges.
- On July 31, 2020, the Secretary of Agriculture appointed Ms. Shannara Lynn as NMFS representative to NACMCF, for a two-year term to end in 2022.
- The committee members fulfilled their ethics training requirement on June 11, 2020.
- The subcommittee on ‘Appropriate Product Testing Procedures and Criteria to Verify Process Control for Microbial Pathogens in Ready-to-Eat Foods’ met on June 11 and the week of August 10-14, 2020.
- The subcommittee on the ‘Use of Water in Animal Slaughter and Processing’ met the week of August 24-28 to continue working on the current charges.
- The Federal Register Notice seeking nominations for the 2021-2023 NACMCF term was published on October 8, 2020.
- The Executive Committee met twice in FY 2020 (April 7 and October 16, 2020), to discuss the status of current charges, recruitment of new members on the 2021-2023 committee, and proposals for new charges.

FY2021 Future Plans

- The NACMCF Executive Committee will recommend new Committee Members to replace the 9 members rotating off the committee, for appointment by the Secretary of Agriculture.
- NACMCF will continue to work on and finalize the two current charges stated above and present the reports for adoption at a plenary session in spring or summer of 2021.
- The NACMCF Executive Secretariat will host a plenary session to present new work charges to the Committee in the spring or summer of 2021.

Fiscal Year 2020 Total Committee Expenditures: \$13,231 (Breakdown: \$2,041 for Committee expenses and \$11,190 for Federal Salaries).

NACMCF meeting minutes, transcripts and final reports can be viewed on the NACMCF website at <http://www.fsis.usda.gov/wps/portal/fsis/topics/data-collection-and-reports/nacmcf/nacmcf>

RESEARCH, EDUCATION, AND ECONOMICS

Advisory Committee on Biotechnology and 21st Century Agriculture (AC21)

The AC21 is a discretionary (agency authority) committee whose charter expired on March 13, 2017 and the committee has remains terminated in FY 2020.

Advisory Committee on Agriculture Statistics

The Advisory Committee on Agriculture Statistics was established as an agency authority committee on July 16, 1962, in the Department of Commerce, and was chartered under the Federal Advisory Committee Act, 5 U.S.C. App. 2, in January 1973. This Committee was moved to USDA in 1997 when responsibility for the Census of Agriculture transferred from the Department of Commerce to the Department of Agriculture.

The Committee provides advice to the Secretary of Agriculture and the National Agricultural Statistics Service (NASS). It makes recommendations on the conduct of the periodic censuses and surveys of agriculture, other related surveys, and the types of agricultural information obtained from respondents. The Committee also advises on the content and frequency of agricultural reports.

The Committee is composed of 20 members with professional knowledge regarding the data needs of the food, fiber, and rural sector. It provides a direct link with the major agricultural organizations and farm groups which could not be as effectively or efficiently obtained from any other source. The Committee is the primary forum for reconciling the divergent data needs between data user and provider groups. It is also instrumental in helping NASS provide the maximum value from their statistics, within available funding, and to continually improve its products and services.

For more information on the proceedings of the meeting, please see the following website:

https://www.nass.usda.gov/About_NASS/Advisory_Committee_on_Agriculture_Statistics/index.php

The charter expires on February 7, 2021.

MARKETING AND REGULATORY PROGRAMS

National Wildlife Services Advisory Committee

The committee is established under agency authority to support the Animal and Plant Health Inspection Service (APHIS) Wildlife Service's (WS) program, which operates under the Agriculture Act of March 2, 1931 (commonly known as the "Animal Damage Control Act" or "ADCA"), 7 U.S.C. §§8351-8354, amended by Pub. L. 115-270, October 23, 2018, 132 Stat 3765. The purpose of the National Wildlife Services Advisory Committee (NWSAC) is to advise the Secretary of Agriculture on policies and program issues necessary to manage damage caused by depredating wildlife to protect America's agricultural, industrial, and natural resources, and to safeguard public health and safety.

The Committee's memberships are composed of 20 persons representing a broad spectrum of agricultural, environmental, conservation, academic, animal welfare, and related interests. In this fiscal year, a meeting was not held due to the Covid-19 pandemic as the agency chose to postpone a meeting that originally was scheduled for September 2020. Recommendations and more information on the NWSAC may be found at https://www.aphis.usda.gov/aphis/ourfocus/wildlifedamage/programs/CT_NWSAC

General Conference Committee of the National Poultry Improvement Plan

The National Poultry Improvement Plan (NPIP), started in 1935, is a successful Federal-State-industry cooperative program for controlling specific poultry diseases in the United States. The U.S. commercial poultry industry is an approximately \$40 billion industry. The Plan allows the application of new technology to improve poultry and poultry products throughout the country. The NPIP is governed by the General Conference Committee (GCC), the Official Federal Advisory Committee to the Secretary of Agriculture on poultry health. Recommendations are made at the National Biennial Conferences (held every other year) by official delegates representing participating flock owners, breeders, and hatchery owners from all cooperating States and territories, in accordance with title 9, Code of Federal Regulations (9 CFR) Part 147, Subpart E. The GCC can, on a limited basis, make an interim approval of a change until the change is published in the Federal Register. In FY 2019, during the official GCC meeting, interim approval was granted for three new Salmonella diagnostic tests which can be used to quickly detect disease within the poultry industry.

There are no accomplishments to report from the NPIP GCC for FY 2020 because no formal meeting of the General Conference Committee was held during FY 2020 due to travel restriction stemming from COVID-19. The meeting that was scheduled for August 2020 has been rescheduled for May 2021.

Anticipated accomplishments for FY 2021:

- Approve and accept minutes from FY 2019 meeting;
- Present information and updates regarding Salmonella and Mycoplasma;
- Update on compartmentalization status for primary breeders in terms of Avian Influenza and Virulent Newcastle disease; and
- Review of proposed new diagnostic tests for Salmonella.

The only funds spent on the committee for FY 2020 were salary costs for administrative duties by the DFO and assistant in preparing for the meeting that was scheduled for August but ultimately was cancelled.

Advisory Committee on Animal Health

The Secretary's Advisory Committee on Animal Health (SACAH) is established under Departmental Regulation 1043-31 as an agency authority committee that advises the Secretary on strategies, policies, and programs to prevent, control, and/or eradicate diseases of national significance. The Committee approaches animal health from a one-health perspective, which considers emerging and other animal diseases, public health, livestock economies, comprehensive surveillance, animal disease traceability, animal import/export strategies, natural resources, and other related aspects of animal agriculture.

During FY 2020, the committee was unable to hold any meetings due to awaiting decision from the Secretary on if it will continue due to Presidential Executive Order. The current committee charter will expire in December 2020. It

is not currently planned to be renewed at this time. Committee members terms are due to expire March of 2021; however, memberships will expire with the charter, since the committee is not being renewed.

National Organic Standards Board

Title XXI of the 1990 Farm Bill, known as the Organic Foods Production Act (OFPA), established the National Organic Program (NOP), a USDA program responsible for implementing and enforcing organic standards and facilitating the work of the National Organic Standards Board (NOSB), an advisory board to the Secretary of Agriculture. The OFPA requires that the NOSB be composed of 15 members, representing the following categories: Four individuals who own or operate an organic farming operation, or employees of such individuals; Two individuals who own or operate an organic handling operation, or employees of such individuals; One individual who owns or operates a retail establishment with significant trade in organic products, or employees of such individuals; Three individuals with expertise in areas of environmental protection and resource conservation; Three individuals who represent public interest or consumer interest groups; One individual with expertise in the fields of toxicology, ecology, or biochemistry; One individual who is a USDA certifying agent. Members come from all four U.S. regions and serve staggered five-year terms.

The NOSB charter was renewed and approved in June 2020 for a period of two years.

The NOSB has sole authority granted through OFPA to recommend additions to or deletions from the National List of Allowed and Prohibited Substances. The NOSB drafts recommendations to the Secretary of Agriculture based on needs of the industry, with input from both industry and the public. The Board's main functions are to make recommendations about whether a substance should be allowed or prohibited in organic production or handling, assist in the development of standards for substances to be used in organic production, and advise the Secretary on other aspects of implementation OFPA and the NOP regulations.

In FY 2020 the NOP published a call for nominations to fill five (5) vacancies in January 2021. The five new members will replace members who are due to complete their service in January 2021.

The NOSB met twice in fiscal year 2020: in October 2019 in Pittsburgh, Pennsylvania and in April 2020, virtually. At each meeting the NOSB discussed substances used in organic crop, livestock, and handling/processing production, as well as organic standards and procedures that impact the entire organic community. Prior to both of the public meetings, the NOSB received and analyzed approximately 12,400 written comments, and listened to oral testimony from approximately 35 stakeholders. During each of the public meetings, the NOSB heard updates from the National Organic Program (NOP) about its activities, listened to oral testimony from an additional 173 interested public members, hosted an expert panel on Marine Materials used in organic production, discussed its large volume of agenda items, and voted on recommendations to the Secretary of Agriculture. The NOSB subsequently made a total of nine recommendations to Sonny Perdue, Secretary of Agriculture. The recommendations are posted on the AMS/NOSB website: <https://www.ams.usda.gov/rules-regulations/organic/nosb/recommendations..>

Fruit and Vegetable Industry Advisory Committee

The Fruit and Vegetable Industry Advisory Committee (Committee) is established under Departmental Regulation 1042-139 as an agency authority committee. The committee comprises up to 25 members of the fruit and vegetable industry who represent the following sectors: growers, packers, and shippers; wholesalers and distributors; retailers and restaurateurs; State Department of Agriculture leadership; trade association and organization executives; processors; importers and exporters; foodservice suppliers and brokers; organic producers; and farmer's market and food hub representatives. The Committee represents a balanced diversity of views regarding the many fruit and vegetable industry interests. The Committee's purpose and responsibility is to research, review, and develop recommendations to the Secretary on issues facing the industry as a whole, as well as ways the USDA can tailor its programs and services to better meet stakeholder needs. The Committee usually meets an average of twice per fiscal year.

The Committee charter was reestablished on Monday, March 16, 2020. The next renewal date is two years from this date on March 16, 2022. During the re-establishment of the charter, the Committee members' terms expired, and nominations were solicited in FY 2020 to fill up to 25 vacant seats in FY 2020. The Secretary appointed 24 representatives to the Committee on July 9, 2020.

A new membership body was installed in 2020, but the COVID-19 pandemic has resulted in various operational and coordination delays. Out of concern for the health and safety of the public, USDA MRP suspended in-person

meetings, moving its face-to-face meetings to Virtual Meetings. The Committee's first virtual meeting is expected to be held at the beginning of CY 2021.

The prior 2018-2020 Committee was very active. During the FVIAC meeting held in May 2019, four subcommittees were established: Food Safety Workgroup; Labor Workgroup; Trade Workgroup; and Production Workgroup. Thereafter, the subcommittees held a total of seven (7) virtual meetings to draft and refine their proposed recommendations. The Committee met in-person for a second time in August, where FVIAC members heard from several government and industry experts pertaining to agricultural labor, production, food safety, and trade matters. Thus, the 33 recommendations submitted to the Agricultural Marketing Service (AMS) by the FVIAC were reviewed by USDA leaders. USDA stakeholder feedback/comments are expected to be provided to the Committee prior to or via the first virtual meeting in CY 2021.

Grain Inspection Advisory Committee (GIAC)

The Agricultural Marketing Service (AMS) Grain Inspection Advisory Committee (Advisory Committee) was established under section 21 of the United States Grain Standards Act (USGSA) on September 29, 1981. The Advisory Committee is charged with advising the Secretary on implementing the USGSA and the Agricultural Marketing Act of 1946, or more simply, on implementing AMS's grain inspection and weighing programs. The Advisory Committee is comprised of 15 members who represent all segments of the U.S. grain industry, including producers, processors, handlers, exporters, grain inspection agencies, and scientists related to the policies in the USGSA (7 U.S.C. 71-87k).

The Advisory Committee advises the Secretary on various important issues affecting AMS operations and the official grain inspection and weighing system delivery during biannual meetings.

In FY 2020, Advisory Committee members did not meet due to COVID-19 and the pending reauthorization of the U.S. Grain Standards Act, which authorizes the Grain Inspection Advisory Committee. While the Advisory Committee has not met, the Program continues to work on past recommendations that Advisory Committee has made in past meetings.

TRADE & FOREIGN AGRICULTURAL AFFAIRS

Agricultural Policy Advisory Committee for Trade (APAC) and Agricultural Technical Advisory Committees for Trade (ATAC)

Pursuant to Departmental Regulation 1042-68, USDA currently administers the APAC and six ATACs: (1) Animals and Animal Products; (2) Fruits and Vegetables; (3) Grains, Feed, Oilseeds and Planting Seeds; (4) Processed Foods; (5) Sweeteners and Sweetener Products; and (6) Tobacco, Cotton and Peanuts. The APAC and the ATACs are jointly administered by the USDA and the United States Trade Representative (USTR).

The APAC and ATACs are authorized by sections 135(c)(1) and (2) of the Trade Act of 1974, as amended (Pub. L. No. 93-618, 19 U.S.C. 2155). Congress established these Committees to ensure that trade policy (including trade negotiating) objectives adequately reflect private sector U.S. commercial and economic interests. The Committees provide a formal mechanism to ensure engagement between the Federal Government and private sector regarding international agricultural trade matters. Specifically, the Committees provide the Secretary of Agriculture and USTR information and advice on negotiating objectives, bargaining positions, and other matters related to the development, implementation, and administration of U.S. agricultural trade policy. The APAC provides policy advice, while the ATACs provide detailed commodity technical advice. The members on the APAC and on the ATACs are important to advancing the Administration's trade agenda to liberalize agricultural trade, expand access for U.S. food and agricultural products in overseas markets, and reduce unfair competition.

The Secretary of Agriculture and the United States Trade Representative appoint members jointly to be reasonably representative of U.S. organizations and persons interested in the respective agricultural commodities. Members serve at the discretion of the Secretary of Agriculture and the United States Trade Representative. All Committee members have demonstrated leadership qualities, commodity expertise, and knowledge of the effects that various trade barriers, or absence of trade barriers, can have on the commodities they represent. All members are recognized leaders in their field and are able to represent those interests with fairness.

During 2020, a range of timely and sensitive agricultural trade issues were discussed, including the following:

- Implementation of the China Phase One Agreement, as well as other aspects of trade with China;
- Implementation of the U.S.-Mexico-Canada Agreement, as well as other aspects of trade with Mexico and Canada; Implementation of the U.S.-Japan Agreement;
- Input on ongoing trade enforcement actions, including the World Trade Organization Appellate Body activities, retaliatory tariffs, airbus, and section 301;
- Negotiating objectives for potential negotiations with the European Union, the United Kingdom and Kenya;
- Numerous other issues related to access for various U.S. agricultural products to individual foreign countries (i.e., access for U.S. meat and poultry to Brazil, Action Plan on Seasonal and Perishable Products, Import licensing restrictions in Indonesia, access to India, maximum residue limits).

Advisory Committee on Emerging Markets

Section 1542(d)(1) of the Food, Agriculture, Conservation, and Trade Act of 1990 (the Act), as amended, directs the Secretary to make available to emerging markets the expertise of the United States to “identify and carry out specific opportunities and projects,” including potential reductions in trade barriers, “in order to develop, maintain, or expand markets for United States agricultural exports.” The Act also requires the Secretary to establish an Advisory Committee (Section 1542(d)(1)(F)), composed of 20 members who are representatives of food and rural business sectors of the United States, to provide information and advice on developing strategies for providing technical assistance and for enhancing markets for U.S. agricultural products in developing market economies.

The purpose of the Committee is to provide information and advice, based upon the knowledge and expertise of the members, useful to USDA in implementing the Emerging Markets Program (EMP), which assists U.S. entities in developing, maintaining, or expanding exports of U.S. agricultural commodities and products by funding activities that improve emerging markets’ food and rural business systems, including reducing potential trade barriers in such markets. The Committee also advises USDA on ways to increase the involvement of the U.S. private sector in cooperative work with emerging markets in food and rural business systems. One of the principal functions of the Committee is to review qualified proposals submitted to EMP for funding and advice on funding recommendations. This committee has been administratively inactive since 2011. In response to the Presidential Executive Order on Evaluating Federal Advisory Committees, the agency recommended the Secretary request Congress to terminate this committee.

FARM PRODUCTION AND CONSERVATION

Agricultural Air Quality Task Force (AAQTF or the Task Force)

The Agricultural Air Quality Task Force (AAQTF; officially logged in the USDA FACA database as the Task Force on Agricultural Air Quality Research) was created in accordance with Section 391 of the Federal Agricultural Improvement and Reform Act of 1996, to advise the Secretary of Agriculture on issues related to agricultural air quality. In 1996, Congress found that various studies alleged that agriculture is a source of Particulate Matter emissions and that many of these studies have often been based on erroneous data. Congress also cited ongoing research by USDA and declared that Federal policy in regard to air pollution be based on sound scientific findings that are subject to adequate peer review and take into account economic feasibility. The Task Force’s mandate is to strengthen and coordinate USDA’s air quality research effort and identify cost effective ways for the agriculture industry to improve air quality and meet Federal and local air quality emissions requirements. The Chief of the USDA’s Natural Resources Conservation Service chairs the AAQTF. The AAQTF membership consists of leaders in farming, industry, health, and science. The Task Force also includes representatives from USDA’s Forest Service, Agricultural Research Service, and the National Institute of Food and Agriculture.

The AAQTF charter expired on April 16, 2017 and was renewed by Secretary Perdue on July 2, 2020. There were no accomplishments and no funds were spent on the committee other than minimal salary costs required to complete administrative actions in FY 2020. However, a Federal Register Notice requesting nominations for membership was published on September 8, 2020 with a nomination application deadline of November 9, 2020. An extensive outreach campaign was conducted to identify a wide diversity of potential nominees. It is expected that the new AAQTF membership will be finalized and an initial meeting held in FY2021.

OFFICE OF PARTNERSHIPS AND PUBLIC ENGAGEMENT***Minority Farmer Advisory Committee***

The Beginning Farmers and Ranchers Advisory Committee (BFRAC) is a statutory committee authorized pursuant to Section 5 of the Agricultural Credit Improvement Act of 1992. The Committee's purpose is to advise the Secretary on ways to engage, support and service new and beginning farmers. The BFRAC deliberates upon matters focused on, including but not limited to, the following: (A) The development of the program of coordinated assistance to qualified beginning farmers and ranchers under section 309(i) of the Consolidated Farm and Rural Development Act; (B) methods of maximizing the number of new farming and ranching opportunities created through the program; (C) methods of encouraging States to participate in the program; (D) the administration of the program; and E) other methods of creating new farming or ranching opportunities. The Committee's charter was renewed on September 12, 2019 for two-years.

The first in-person public meeting of the newly appointed 20-member Committee was held on October 31-November 1, 2019, in Indianapolis, Indiana. The committee discussed challenges faced by Beginning Farmers and Ranchers (BFR); resources available from the federal and state governments; and Section 12304 of the 2018 Farm Bill that established Beginning Farmer and Rancher Coordinators- both at the national and state level. Following, the Committee made recommendations to increase the customer service offered to BFRs within USDA and to ensure the success of State Coordinators.

A second Committee meeting was scheduled for March 16, 2020 in Louisville, Kentucky; out of an abundance of caution (COVID 19 was being identified) the meeting was cancelled.

In response to the COVID-19 crisis, the Committee held a public teleconference on May19, to gather information on the impact of COVID-19 on beginning farmers and ranchers. Following, the Committee sent the Secretary a set of recommendations focusing on the needs of new and beginning farmers and ranchers as a result of COVID-19. The three areas addressed were: the expense-burdens incurred throughout the pandemic; the depletion of revenue sources; and the challenges experienced with new USDA grants.

Per the request of the Secretary, the Committee is currently working on a recommendation regarding the definition of beginning farmer and rancher. A public meeting is planned for early 2021.

Advisory Committee on Beginning Farmers and Ranchers

The Beginning Farmers and Ranchers Advisory Committee (BFRAC) is a statutory committee authorized pursuant to Section 5 of the Agricultural Credit Improvement Act of 1992. The Committee's purpose is to advise the Secretary on ways to engage, support and service new and beginning farmers. The BFRAC deliberates upon matters focused on, including but not limited to, the following: (A) The development of the program of coordinated assistance to qualified beginning farmers and ranchers under section 309(i) of the Consolidated Farm and Rural Development Act; (B) methods of maximizing the number of new farming and ranching opportunities created through the program; (C) methods of encouraging States to participate in the program; (D) the administration of the program; and E) other methods of creating new farming or ranching opportunities. The Committee's charter was renewed on September 12, 2019 for two-years.

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Per the request of the Secretary, the Committee is currently working on a recommendation regarding the definition of beginning farmer and rancher. A public meeting is planned for early 2021.

USDA/Hispanic Association of Colleges and Universities (HACU)

The USDA/HACU Leadership Group serves as an advisory body to provide guidance and direction to USDA on matters of mutual benefit emanating from USDA/HACU partnership initiatives. This body consists of an equal number of members from USDA and HACU-member institutions and has the responsibility to make recommendations to the Secretary of Agriculture and the President of HACU. The Secretary of Agriculture appoints a Co-Chairperson of the USDA/HACU Leadership Group and all of the USDA members. The President of HACU nominates a Co-Chairperson of the USDA/HACU Leadership Group and all of the HACU members for secretarial approval. This partnership provides a cooperative framework for the parties to develop and maintain a USDA Hispanic-Serving Institutions (HSIs) and Hispanic-Serving Agricultural Colleges and Universities (HSACUs) agenda that helps Hispanic Americans achieve education excellence and to contribute to the fulfillment of the USDA mission. This collaborative agenda is focused on promoting agriculture, food and environmental sciences, and other agriculture-related careers for students attending HSIs and HSACUs. Other focal areas address increasing employment opportunities in USDA for students attending HACU-member institutions and supporting capacity enhancement of HACU-member institutions and their faculty. During FY 2020 the USDA/HACU Leadership Group met for the first time in 4 years on March 11, 2020. For this meeting the Secretary approved a new 10-member group consisting of 5 USDA and 5 HACU members. As part of this half-day session, group members discussed the ongoing importance of the relationship between USDA and HACU and the need for future meetings to help further the goals of the partnership.

AUTHORITY AND COMPOSITION OF USDA ADVISORY COMMITTEES IN EXISTENCE IN FY 2019

Committee Title	USDA Agency	Authority Statutory (S) or Discretionary (D)	Committee Membership
FOOD, NUTRITION AND CONSUMER SERVICES:			
Dietary Guidelines Advisory Committee	CNPP	(D) 7 U.S.C. 5341	20
National Advisory Council on Maternal, Infant and Fetal Nutrition	FNS	(S) 42 U.S.C. 1786	24
FOOD SAFETY:			
National Advisory Committee on Meat and Poultry Inspection	FSIS	(S) 21 U.S.C. 454a-4	20
National Advisory Committee on Microbiological Criteria for Foods	FSIS	(D) Departmental Regulation 1043-28	30
RESEARCH, EDUCATION, AND ECONOMICS:			
Advisory Committee on Biotechnology and 21 st Century Agriculture	ARS	(D) Departmental Regulation 1043-049	20-25
Advisory Committee on Agriculture Statistics	NASS	Departmental Regulation 1042-130	20
MARKETING AND REGULATORY PROGRAMS:			
National Wildlife Services Advisory Committee	APHIS	(D) Departmental Regulation 1043-27	20
General Conference Committee of the National Poultry Improvement Plan	APHIS	(D) Departmental Regulation 1043-8	7
Advisory Committee on Animal Health	APHIS	(D) Departmental Regulation 1043-31	20
National Organic Standards Board	AMS	(S) 7 U.S.C. 6518	15
Fruit and Vegetable Industry Advisory Committee	AMS	(D) Departmental Regulation 1042-139	25
Federal Grain Inspection Advisory Committee	AMS	(S) P. L. 103-156 7 U.S.C. 87i	15

Committee Title	USDA Agency	Authority Statutory (S) or Discretionary (D)	Committee Membership
TRADE AND FOREIGN AGRICULTURAL AFFAIRS:			
Agricultural Policy Advisory Committee for Trade	FAS	(S) P.L. 93–618	36
Agricultural Technical Advisory Committees for Trade:			
Animals & Animal Products	FAS	(D) P.L.93–618/ Departmental Regulation 1042-68	19
Fruits and Vegetables	FAS	(D) P.L.93–618/ Departmental Regulation 1042-68	22
Grains, Feed & Oilseeds	FAS	(D) P.L.93–618/ Departmental Regulation 1042-68	27
Sweeteners and Sweetener Products	FAS	(D) P.L.93–618/ Departmental Regulation 1042-68	14
Tobacco, Cotton, Peanuts and Planting Seeds	FAS	(D) P.L.93–618/ Departmental Regulation 1042-68	13
Processed Foods	FAS	(D) P.L.93–618/ Departmental Regulation 1042-68	27
Advisory Committee on Emerging Markets	FAS	(S) 7 U.S.C. 1421	20
FARM PRODUCTION AND CONSERVATION:			
Agricultural Air Quality Task Force	NRCS	(S) 7 U.S.C. 5405	Unlimited
OFFICE OF PARTNERSHIPS AND PUBLIC ENGAGEMENT:			
Council for Native American Farming and Ranching	OTR	(D) 5 U.S.C. App 2	15
Minority Farmer Advisory Committee.	OPPE	(S) 7 CFR U.S.C 2279	15
Advisory Committee on Beginning Farmers and Ranchers.	OPPE	(S) 7 U.S.C. 1929	20
USDA/Hispanic Association of Colleges and Universities Leadership Group	OPPE	(D) Memorandum of Agreement dated 10/96	8