

**2023 USDA EXPLANATORY NOTES – OFFICE OF THE SECRETARY**

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*AGENCY-WIDE*

**PURPOSE STATEMENT**

The Office of the Secretary is headed by the Secretary of Agriculture and includes the Deputy Secretary, Chief of Staff, Under Secretaries, Assistant Secretaries, the Executive Secretariat, and members of their immediate staffs. The Office of the Secretary serves as the management arm of the Department, administering and overseeing the work of the organization. This involves formulating and providing policy direction for all areas of the Department's responsibilities including research, educational and regulatory activities, nutrition, conservation and farm programs, forestry, and international agriculture. It also involves maintaining relationships with organizations and others in the development of programs and maintaining liaison with the Executive Office of the President and members of Congress on all matters pertaining to Departmental policy.

The Office of the Secretary also oversees special projects that are conducted at the behest of the Congress and the Administration. These projects include short-term studies, investigations, and research on matters affecting agriculture or the agricultural community. Project results are reported to the appropriate Congressional Committees.

The general authority of the Secretary to supervise and control the work of the Department is contained in the Organic Act (7 U.S.C. 2201-2202). The delegation of regulatory functions to the Department employees and authorization of appropriations to carry out these functions are contained in 7 U.S.C. 450c-450g. The authority of the Secretary to streamline and reorganize the Department is contained in the Federal Crop Insurance Reform and Department of Agriculture Reorganization Act of 1994, Public Law 103-354.

The Office of the Secretary consists of the Immediate Office of the Secretary; Office of the Assistant Secretary for Congressional Relations; Office of the Assistant Secretary for Administration; Office of the Assistant Secretary for Civil Rights; Office of the Under Secretary for Research, Education, and Economics; Office of Under Secretary for Marketing & Regulatory Programs; Office of Under Secretary for Food Safety; Office of Under Secretary for Rural Development; Office of Under Secretary for Food, Nutrition, & Consumer Services; Office of Under Secretary for Farm Production and Conservation; Office of Under Secretary for Trade and Foreign Agricultural Affairs; Office of Codex Alimentarius; and Office of Under Secretary for Natural Resources & Environment.

As of September 30, 2021, there were 93 permanent full-time employees, all of whom 63 were permanent full-time employees and 30 were other than permanent full-time employees. Of the employees, 88 were located in the headquarters office and three were located in field offices.

The Office of the Secretary did not have any Office of Inspector General or Government Accountability Office evaluation reports during the past year.

**AVAILABLE FUNDS AND FTEs****Table OSEC-1. Available Funds and FTEs (thousands of dollars, FTEs)**

Item	2020		2021		2022		2023	
	Actual	FTE	Actual	FTE	Estimated	FTE	Estimated	FTE
Salaries and Expenses:								
Discretionary Appropriations:								
Office of the Secretary.....	\$21,972	76	\$22,329	64	\$22,329	84	\$46,571	125
Mandatory Appropriations:								
COVID-19 CCC CFAP 1.0 payments .....	6,500,000	-	1,222,700	-	-	-	-	-
COVID-19 CCC CFAP 2.0 payments.....	14,000,000	-	11,983,556	-	-	-	-	-
Farmers to Families Food Box Program .....	0	-	1,500,000	-	-	-	-	-
COVID-19 CFAP Payments Consolidated Appropriations, 2021 .....	-	-	9,687,500	-	-	-	-	-
Farming Opportunities Training and Outreach.....	-	-	35,625	-	-	-	-	-
Farming Opportunities Training and Outreach Administrative.....	-	-	1,875	-	-	-	-	-
Food Supply Chain and Pandemic Response.....	-	-	3,600,000	-	-	-	-	-
Socially Disadvantaged Farmers, Ranchers, Land Owners and Operators and Groups.....	-	-	1,010,000	-	-	-	-	-
Pandemic Program Administration Fund.....	-	-	47,500	-	-	-	-	-
Pandemic Response and Safety Grant Program .....	-	-	689,429	-	-	-	-	-
Farmworker and Meatpacking Worker Grant Program .....	-	-	700,000	-	-	-	-	-
Dairy Margin Coverage.....	-	-	-	-	437,237	-	172,798	-
Total Mandatory Appropriations.....	20,500,000	-	30,478,185	-	437,237	-	172,798	-
Supplemental Appropriations:								
Emergency Supplemental: WHIP.....	3,855,535	-	2,701,119	-	-	-	-	-
Disaster Supplemental Funding.....	-	-	-	-	10,000,000	-	-	-
CARES Act: Food Box Distribution Program.....	-	-	-	-	-	-	-	-
CARES Act .....	-	-	-	-	-	-	-	-
Farmers to Families Food Box Program.....	-	-	-	-	-	-	-	-
COVID-19 CARES Act Coronavirus Food Assistance Program	9,500,000	-	2,684,075	-	-	-	-	-
CFAP Administrative Costs.....	-	-	400	-	-	-	-	-
CARES Act CFAP 2.0 Tobacco Payments .....	-	-	89,387	-	-	-	-	-
Farmers to Families Food Box Program .....	4,000,000	-	500,000	-	-	-	-	-
Pandemic Assistance Block Grants .....	-	-	25,000	-	-	-	-	-
Total Supplemental Appropriations.....	17,355,535	-	5,999,981	-	10,000,000	-	-	-
Total Adjusted Appropriation.....	37,877,507	76	36,500,495	64	10,459,566	84	219,369	125
Balance Available, SOY.....	4,038,229	-	-	-	-	-	-	-
Total Available.....	41,914,216	76	36,500,495	64	10,459,566	84	219,369	125
Transfers In.....	250	-	1,000,000	-	-	-	-	-
Transfers Out.....	-1,770	-	-	-	-	-	-	-
Lapsing Balances.....	-95,153	-	-4,531	-	-	-	-	-
Balance Available, EOY.....	-22,019,063	-	-15,273,239	-	-	-	-	-
Total Obligations.....	19,800,000	76	22,222,725	64	10,459,566	84	219,369	125
Other USDA:								
Office of Customer Experience.....	5,322	2	8,656	2	8,680	3	8,190	3
Advisory Committee Liaison Services.....	272	2	348	2	348	2	406	2
Intertribal Technical Assistance Network.....	-	-	1,833	2	1,833	2	-	-
Office of the Chief Scientist.....	3,926	13	3,909	13	4,934	13	-	-
Other Reimbursable Programs.....	985	-	1,904	2	2,000	2	2,000	2
Working Capital Fund.....	-	-	2,636	8	3,965	17	3,965	17
Total, Other USDA.....	10,505	17	19,286	29	21,760	39	14,561	24
Total Available, OSEC.....	19,810,505	93	22,242,011	93	10,481,326	123	233,930	149

**PERMANENT POSITIONS BY GRADE AND FTES**

*Table OSEC-2. Permanent Positions by Grade and FTES*

Item	2020 Actual			2021 Actual			2022 Estimated			2023 Estimated		
	D.C.	Field	Total	D.C.	Field	Total	D.C.	Field	Total	D.C.	Field	Total
SES.....	30	-	30	30	-	30	35	-	35	47	-	47
GS-15.....	11	1	12	19	1	20	27	1	28	41	1	42
GS-14.....	8	-	8	9	-	9	10	-	10	10	-	10
GS-13.....	10	-	10	8	2	10	7	1	8	7	1	8
GS-12.....	5	-	5	10	-	10	19	-	19	19	-	19
GS-11.....	8	-	8	6	-	6	5	-	5	5	-	5
GS-9.....	9	-	9	4	-	4	11	-	11	11	-	11
GS-8.....	1	1	2	2	1	3	1	1	2	1	1	2
GS-7.....	7	-	7	-	-	-	1	-	1	1	-	1
GS-5.....	1	-	1	-	-	-	4	-	4	4	-	4
GS-4.....	1	-	1	1	-	1	-	-	-	-	-	-
Total Perm. FT EOY.....	91	2	93	89	4	93	120	3	123	146	3	149
FTE.....	91	2	93	89	4	93	120	3	123	146	3	149

**SHARED FUNDING PROJECTS****Table OSEC-3. Shared Funding Projects (dollars in thousands)**

Item	2020 Actual	2021 Actual	2022 Estimated	2023 Estimated
<b>Working Capital Fund:</b>				
Administrative Services:				
Material Management Service.....	\$30	\$32	\$46	\$47
Mail and Reproduction Services.....	393	479	216	323
Integrated Procurement Systems.....	12	19	20	20
Procurement Operations Services.....	24	61	65	83
Human Resources Enterprise Management Systems.....	5	4	2	3
Subtotal.....	464	595	349	476
Communications:				
Creative Media & Broadcast Center.....	9	76	6	6
Finance and Management:				
National Finance Center.....	48	54	28	29
Financial Management Systems.....	120	127	161	167
Internal Control Support Services.....	-	-	-	-
Financial Management Support Services.....	24	128	134	134
Subtotal.....	192	309	323	330
Information Technology:				
Client Experience Center.....	470	488	468	506
Department Administration Information Technology Office.....	415	563	597	747
Digital Infrastructure Services Center.....	671	610	840	903
Enterprise Network Services.....	147	203	160	161
Subtotal.....	1,703	1,864	2,065	2,317
Correspondence Management Services.....	13	-		
Office of the Executive Secretariat.....	-	24	30	30
Total, Working Capital Fund.....	2,381	2,868	2,773	3,159
<b>Department-Wide Shared Cost Programs:</b>				
Advisory Committee Liaison Services.....	2	2	2	2
Agency Partnership Outreach.....	7	6	8	8
Human Resources Self-Service Dashboard.....	1	-	-	-
Medical Services.....	3	24	26	26
Office of Customer Experience.....	5	9	10	10
Personnel and Document Security Program.....	121	147	153	153
Physical Security.....	5	4	5	5
Security Detail.....	4	4	5	5
Security Operations Program.....	5	6	7	7
TARGET Center.....	1	1	1	1
National Capital Region Interpreting Services.....	-	2	11	14
USDA Enterprise Data Analytics Services.....	8	5	5	5
Total, Department-Wide Reimbursable Programs.....	162	210	233	236
<b>E-Gov:</b>				
E-Rulemaking.....	-	-	11	12
Total, E-Gov.....	-	-	11	12
Agency Total.....	2,543	3,078	3,017	3,407

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

**The appropriations language follows (new language underscored; deleted matter enclosed in brackets):  
Office of the Secretary**

For necessary expenses of the Office of the Secretary, [~~\$86,773,000~~]\$81,010,000 of which not to exceed [~~\$14,801,000~~]\$10,623,000 shall be available for the Immediate Office of the Secretary[, of which \$9,098,000 shall be available for climate change, including coordinating climate change activities across the Department]; not to exceed [~~\$13,429,000~~]\$2,306,000 shall be available for the Office of Homeland Security; not to exceed [~~\$13,294,000~~]\$10,525,000 shall be available for the Office of Partnerships and Public Engagement; not to exceed [~~\$2,860,000~~]\$6,450,000 shall be available for the Office of Tribal Relations; not to exceed [~~\$27,400,000~~]\$35,047,000 shall be available for the Office of the Assistant Secretary for Administration, of which [~~\$26,001,000~~]\$33,300,000 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 [~~\$4,480,000~~]\$4,671,000 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 [~~\$10,509,000~~]\$11,388,000 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 Department of Agriculture funded by this Act to maintain personnel at the agency level.

The first change eliminates language that specified funding for climate change related activities.

**Office of the Assistant Secretary for Civil Rights**

For necessary expenses of the Office of the Assistant Secretary for Civil Rights, [~~\$1,426,000~~]\$1,530,000: *Provided*, That funds made available by this Act to an agency in the Civil Rights mission area for salaries and expenses are available to fund up to one administrative support staff for the Office.

**Office of the Under Secretary for Research, Education and Economics**

For necessary expenses of the Office of the Under Secretary for Research, Education and Economics, [~~\$6,327,000~~]\$6,376,000: *Provided*, That funds made available by this Act to an agency in the Research, Education, and Economics mission area for salaries and expenses are available to fund up to one administrative support staff for the Office. *Provided further*, of which the amounts made available under this heading [~~5,000,000~~]\$4,950,000 shall be made available for the Office of the Chief Scientist.

**Office of the Under Secretary for Marketing and Regulatory Programs**

For necessary expenses of the Office of the Under Secretary for Marketing and Regulatory Programs, [~~\$1,327,000~~]\$1,676,000: *Provided*, That funds made available by this Act to an agency in the Marketing and Regulatory Programs mission area for salaries and expenses are available to fund up to one administrative support staff for the Office.

**Office of the Under Secretary for Food Safety**

For necessary expenses of the Office of the Under Secretary for Food Safety, [~~\$1,327,000~~]\$1,176,000: *Provided*, That funds made available by this Act to an agency in the Food Safety mission area for salaries and expenses are be available to fund up to one administrative support staff for the Office.

**Office of the Under Secretary for Farm Production and Conservation**

For necessary expenses of the Under Secretary for Farm Production and Conservation, [~~\$1,437,000~~]\$1,792,000: *Provided*, That funds made available by this Act to an agency in the Farm Production and Conservation mission area for salaries and expenses are available to fund up to one administrative support staff for the Office.

**Office of the Under Secretary for Rural Development**

For necessary expenses of the Office of the Under Secretary for Rural Development, [~~\$1,330,000~~]\$1,679,000: *Provided*, That funds made available by this Act to an agency in the Rural Development mission area for salaries and expenses are available to fund up to one administrative support staff for the Office.

**Office of the Under Secretary for Food, Nutrition and Consumer Services**

For necessary expenses of the Office of the Under Secretary for Food, Nutrition and Consumer Services, [~~\$1,327,000~~]\$1,426,000: *Provided*, That funds made available by this Act to an agency in the Food, Nutrition, and Consumer Services mission area for salaries and expenses are available to fund up to one administrative support staff for the Office.

**Office of the Under Secretary for Trade Foreign and Agriculture Affairs**

For necessary expenses of the Under Secretary for Trade Foreign and Agriculture Affairs, [~~\$1,408,000~~]\$1,018,000: *Provided*, That funds made available by this Act to an agency in the Trade and Foreign Agricultural mission area for salaries and expenses are available to fund up to one administrative support staff for the Office.

**Office of Codex Alimentarius**

For necessary expenses of the Office of Codex Alimentarius, [~~\$4,841,000~~]\$4,978,000, including not to exceed \$40,000 for official reception and representation expenses (Agriculture, Rural Development, Food and Drug Administration, and Related Agencies Appropriations Act, 2021.)

**Office of the Under Secretary for Natural Resources and Environment**

For necessary expenses of the Under Secretary for Natural Resources and Environment, [~~\$1,396,000~~]\$1,429,000: *Provided*, That funds made available by this Act to an agency in the Natural Resources and Environment mission area for salaries and expenses are available to fund up to one administrative support staff for the Office. (Department of the Interior, Environment, and Related Agencies Appropriations Act, 2021.)

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

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

The third change adds language that provides funding for the Office of the Chief Scientist.

**LEAD-OFF TABULAR STATEMENT**

*Table OSEC-4. Lead-off Tabular (dollars in thousands)*

Item	Amount
Estimate, 2022	\$22,329,000
Change in Appropriation	+ 24,242,000
Budget Estimate, 2023	<u>46,571,000</u>

**PROJECT STATEMENT**

*Table OSEC-5. Project Statement (thousands of dollars, FTEs)*

Item	2020		2021		2022		2023		Inc. or Dec.	FTE Inc. or Dec.	Chg Key
	Actual	FTE	Actual	FTE	Estimated	FTE	Budget	FTE			
<b>Discretionary Appropriations:</b>											
Office of the Secretary.....	\$5,051	26	\$5,101	22	\$5,101	23	\$10,623	25	+\$5,522	+2	
Under Secretary for Rural Development.....	800	3	812	2	812	3	1,679	6	+867	+3	
Office of Tribal Relations.....	-	-	-	-	-	-	6,450	5	+6,450	+5	
Assistant Secretary for Civil Rights.....	901	2	908	3	908	3	1,530	5	+622	+2	
Assistant Secretary for Administration.....	875	2	881	3	881	3	1,747	6	+866	+3	
Assistant Secretary for Congressional Relations.....	3,719	12	3,908	10	3,908	18	4,671	19	+763	+1	
Under Secretary for Research, Education, and Economics a/	800	3	809	1	809	3	1,426	5	+617	+2	
Office of the Chief Scientist a/.....	-	-	-	-	-	-	4,950	13	+4,950	+13	
Under Secretary for Marketing and Regulatory Programs..	800	3	809	3	809	3	1,676	6	+867	+3	
Under Secretary for Food Safety.....	800	3	809	2	809	3	1,176	4	+367	+1	
Under Secretary for Farm Production and Conservation.....	901	4	916	3	916	4	1,792	7	+876	+3	
Under Secretary for Trade and Foreign Agricultural Affairs..	875	3	887	1	887	4	1,018	4	+131	-	
Office of Codex Alimentarius.....	4,775	8	4,805	9	4,805	10	4,978	10	+173	-	
Under Secretary for Food, Nutrition, and Consumer Services.	800	3	809	3	809	3	1,426	5	+617	+2	
Subtotal, Discretionary .....	21,097	72	21,454	62	21,454	80	45,142	120	+23,688	+40	(1)
Under Secretary for Natural Resources and Environment b/...	875	4	875	2	875	4	1,429	5	+554	+1	
Total, Discretionary.....	21,972	76	22,329	64	22,329	84	46,571	125	24,242	+41	
<b>Mandatory Appropriations:</b>											
COVID-19 CCC CFAP 1.0 payments.....	6,500,000	-	1,222,700	-	-	-	-	-	-	-	-
COVID-19 CCC CFAP 2.0 payments.....	14,000,000	-	11,983,556	-	-	-	-	-	-	-	-
Farmers to Families Food Box Program.....	-	-	1,500,000	-	-	-	-	-	-	-	-
COVID-19 CFAP Payments Consolidated Appropriations,											
2021	-	-	9,687,500	-	-	-	-	-	-	-	-
Farming Opportunities Training and Outreach.....	-	-	35,625	-	-	-	-	-	-	-	-
Farming Opportunities Training and Outreach Administrative....	-	-	1,875	-	-	-	-	-	-	-	-
Food Supply Chain and Pandemic Response.....	-	-	3,600,000	-	-	-	-	-	-	-	-
Socially Disadvantaged Farmers, Ranchers, Land Owners and Operators											
and Groups .....	-	-	1,010,000	-	-	-	-	-	-	-	-
Pandemic Program Administration Fund .....	-	-	47,500	-	-	-	-	-	-	-	-
Pandemic Response and Safety Grant Program.....	-	-	689,429	-	-	-	-	-	-	-	-
Farmworker and Meatpacking Worker Grant Program ....	-	-	700,000	-	-	-	-	-	-	-	-
Dairy Margin Coverage.....	-	-	-	-	437,237	-	172,798	-	-264,439	-	-
Subtotal.....	20,500,000	-	30,478,185	-	437,237	-	172,798	-	-264,439	-	-



2023 USDA EXPLANATORY NOTES – OFFICE OF THE SECRETARY

Item	2020 Actual	FTE	2021 Actual	FTE	2022 Estimated	FTE	2023 Budget	FTE	Inc. or Dec.	FTE Inc. or Dec.	Chg Key
Supplemental Appropriations:											
Emergency Supplemental: WHIP.....	3,855,535	-	2,701,119	-	-	-	-	-	-	-	-
Disaster Supplemental Funding.....	-	-	-	-	10,000,000	-	-	-	-10,000,000	-	-
CARES Act: Food Box Distribution Program.....	-	-	-	-	-	-	-	-	-	-	-
CARES Act .....	-	-	-	-	-	-	-	-	-	-	-
Farmers to Families Food Box Program.....	-	-	-	-	-	-	-	-	-	-	-
COVID-19 CARES Act Coronavirus Food Assistance Program	9,500,000	-	2,684,075	-	-	-	-	-	-	-	-
CFAP Administrative Costs .....	-	-	400	-	-	-	-	-	-	-	-
CARES Act CFAP 2.0 Tobacco Payments .....	-	-	89,387	-	-	-	-	-	-	-	-
Farmers to Families Food Box Program.....	4,000,000	-	500,000	-	-	-	-	-	-	-	-
Pandemic Assistance Block Grants .....	-	-	25,000	-	-	-	-	-	-	-	-
Subtotal.....	17,355,535	-	5,999,981	-	10,000,000	-	-	-	-10,000,000	-	-
Total Appropriation.....	37,877,507	76	36,500,495	64	10,459,566	84	219,369	125	-10,240,197	+41	
Transfers In:											
Office of Communications.....	250	-	-	-	-	-	-	-	-	-	-
CCC: Market Disruption Assistance and Relief.....	-	-	500,000	-	-	-	-	-	-	-	-
CCC: Drought Relief.....	-	-	500,000	-	-	-	-	-	-	-	-
Total Transfers In.....	250	-	1,000,000	-	-	-	-	-	-	-	-
Transfers Out:											
Congressional Relations Transfer.....	-1,070	-	-1,500	-	-	-	-	-	-	-	-
Working Capital Fund.....	-700	-	-2,625	-	-	-	-	-	-	-	-
Total Transfers Out.....	-1,770	-	-4,125	-	-	-	-	-	-	-	-
Bal. Available, SOY.....	4,038,229	-	-	-	-	-	-	-	-	-	-
Total Available.....	41,914,216	76	37,496,370	64	10,459,566	84	219,369	125	-10,240,197	+41	
Lapsing Balances.....	-95,153	-	-4,531	-	-	-	-	-	-	-	-
Bal. Available, EOY.....	-22,019,063	-	-15,269,114	-	-	-	-	-	-	-	-
Total Obligations.....	19,800,000	76	22,222,725	64	10,459,566	84	219,369	125	-10,240,197	+41	

a/ Effective FY 2023 funding associated with the Office of the Chief Scientist is reflected in OSEC.

**Table OSEC-6. Project Statement (thousands of dollars, FTEs)**

Item	2020		2021		2022		2023		Inc. or Dec.	FTE Inc. or Dec.
	Actual	FTE	Actual	FTE	Estimated	FTE	Estimated	FTE		
Discretionary Obligations:										
Office of the Secretary.....	\$5,113	26	\$4,364	22	\$5,101	23	\$10,623	25	+5,522	+2
Under Secretary for Rural Development.....	638	3	657	2	812	3	1,679	6	+867	+3
Office of Tribal Relations.....	-	-	-	-	-	-	6,450	5	+6,450	+5
Assistant Secretary for Civil Rights.....	813	2	771	3	908	3	1,530	5	+622	+2
Assistant Secretary for Administration.....	787	2	838	3	881	3	1,747	6	+866	+3
Assistant Secretary for Congressional Relations.....	1,710	12	1,840	10	3,908	18	4,671	19	+763	+1
Under Secretary for Research, Education, and Economics.....	987	3	372	1	809	3	1,426	5	+617	+2
Office of the Chief Scientist a/.....	-	-	-	-	-	-	4,950	13	+4,950	+13
Under Secretary for Marketing and Regulatory Programs.....	711	3	779	3	809	3	1,676	6	+867	+3
Under Secretary for Food Safety.....	667	3	639	2	809	3	1,176	4	+367	+1
Under Secretary for Farm Production and Conservation.....	685	4	768	3	916	4	1,792	7	+876	+3
Under Secretary for Trade and Foreign Agricultural Affairs.....	847	3	572	1	887	4	1,018	4	+131	-
Office of Codex Alimentarius.....	4,340	8	4,697	9	4,805	10	4,978	10	+173	-
Under Secretary for Food, Nutrition, and Consumer Services.....	670	3	689	3	809	3	1,426	5	+617	+2
Subtotal, OSEC.....	17,968	72	16,986	62	21,454	80	45,142	120	+23,688	+40
Under Secretary for Natural Resources & Environment b/.....	699	4	812	2	875	4	1,429	5	+554	+1
Subtotal Disc obligations.....	18,667	76	17,798	64	22,329	84	46,571	125	+24,242	+41
Balances Available, EOY:										
Mandatory Obligations:										
COVID-19 CCC CFAP 1.0 payments.....	1,439,473	-	885,471	-	-	-	-	-	-	-
COVID-19 CCC CFAP 2.0 payments .....	2,016,444	-	10,796,129	-	-	-	-	-	-	-
Farmers to Families Food Box Program .....	-	-	1,446,960	-	-	-	-	-	-	-
COVID-19 CFAP Payments Consolidated Appropriations, 2021 .....	-	-	7,869,425	-	-	-	-	-	-	-
Farming Opportunities Training and Outreach Administrative .....	-	-	152	-	-	-	-	-	-	-
Pandemic Program Administration Fund .....	-	-	1,368	-	-	-	-	-	-	-
Dairy Margin Coverage.....	-	-	-	-	437,237	-	172,798	-	-264,439	-
Disaster Supplemental Funding.....	-	-	-	-	10,000,000	-	-	-	-10,000,000	-
Subtotal Mand Oblig.....	3,455,917	-	20,999,505	-	10,437,237	-	172,798	-	-264,439	-
Supplemental Obligations:										
Bal. Available, SOY.....	4,038,229	-	-	-	-	-	-	-	-	-
Emergency Supplemental: WHIP.....	2,154,417	-	267,925	-	-	-	-	-	-	-
COVID-19 CARES Act Coronavirus Food Assistance Program (CFAP) payments.....	6,226,138	-	365,170	-	-	-	-	-	-	-
CFAP Administrative Costs .....	-	-	367	-	-	-	-	-	-	-

2023 USDA EXPLANATORY NOTES – OFFICE OF THE SECRETARY

Item	2020		2021		2022		2023		Inc. or Dec.	FTE Inc. or Dec.
	Actual	FTE	Actual	FTE	Estimated	FTE	Estimated	FTE		
CARES Act CFAP 2.0 Tobacco Payments .....	-	-	71,310	-	-	-	-	-	-	-
Farmers to Families Food Box Program .....	3,906,632	-	485,650	-	-	-	-	-	-	-
Pandemic Assistance Block Grants .....	-	-	15,000	-	-	-	-	-	-	-
Subtotal Supp Oblig.....	12,287,187	-	1,205,422	-	-	-	-	-	-	-
Total Obligations.....	19,800,000	-	22,222,725	64	10,459,566	84	219,369	125	-240,197	+41
Lapsing Balances.....	95,153	-	4,531	-	-	-	-	-	-	-
Balances Available, EOY:										
Emergency Supplemental: WHIP.....	1,701,118	-	2,433,193	-	-	-	-	-	-	-
CARES Act.....	20,317,945	-	-	-	-	-	-	-	-	-
COVID-19 CCC CFAP 1.0 payments .....	-	-	337,228	-	-	-	-	-	-	-
COVID-19 CCC CFAP 2.0 payments .....	-	-	1,187,426	-	-	-	-	-	-	-
Farmers to Families Food Box Program.....	-	-	53,040	-	-	-	-	-	-	-
COVID-19 CFAP Payments Consolidated Appropriations, 2021.....	-	-	1,818,075	-	-	-	-	-	-	-
Farming Opportunities Training and Outreach.....	-	-	35,625	-	-	-	-	-	-	-
Farming Opportunities Training and Outreach Administrative .....	-	-	1,723	-	-	-	-	-	-	-
Food Supply Chain and Pandemic Response.....	-	-	3,600,000	-	-	-	-	-	-	-
Socially Disadvantaged Farmers, Ranchers, Land Owners and Operators and Groups	-	-	1,010,000	-	-	-	-	-	-	-
Pandemic Program Administration Fund .....	-	-	46,132	-	-	-	-	-	-	-
Pandemic Response and Safety Grant Program .....	-	-	689,429	-	-	-	-	-	-	-
Farmworker and Meatpacking Worker Grant Program .....	-	-	700,000	-	-	-	-	-	-	-
Market Disruption Assistance and Relief .....	-	-	500,000	-	-	-	-	-	-	-
Drought Relief.....	-	-	500,000	-	-	-	-	-	-	-
COVID-19 CARES Act Coronavirus Food Assistance Program (CFAP) payments..	-	-	2,318,905	-	-	-	-	-	-	-
CFAP Administrative Costs .....	-	-	33	-	-	-	-	-	-	-
CARES Act CFAP 2.0 Tobacco Payments .....	-	-	18,078	-	-	-	-	-	-	-
Farmers to Families Food Box Program.....	-	-	14,350	-	-	-	-	-	-	-
Pandemic Assistance Block Grants.....	-	-	10,000	-	-	-	-	-	-	-
Total Bal. Available, EOY.....	22,114,216	-	15,277,770	-	-	-	-	-	-	-
Total Available.....	41,914,216	76	37,500,495	128	10,459,566	84	219,369	125	-240,197	+41
Less:										
Rescission.....	-	-	-	-	-	-	-	-	-	-
Total Transfers In.....	-250	-	-1,000,000	-	-	-	-	-	-	-
Total Transfers Out.....	1,770	-	4,125	-	-	-	-	-	-	-
Bal. Available, SOY.....	-4,038,229	-	-	-	-	-	-	-	-	-
Total Appropriation.....	37,875,987	76	36,504,620	128	10,459,566	84	219,369	125	-240,197	+41

a/ Effective FY 2023 funding associated with the Office of the Chief Scientist is reflected in OSEC.

b/ Includes the Office of the Under Secretary for Natural Resources & Environment, appropriated by Interior Subcommittee.

**Office of the Secretary**

Base Funds allow the Office of the Secretary to oversee the general management of the department and provide the principal support to the Secretary and the organization in formulating policy and program leadership for the department's functions.

- (1) An increase of \$24,242,000 and 41 FTEs (\$22,329,000 and 84 staff years available in 2022).

The funding change is requested for the following items:

- A) i. An increase of \$391,000, which includes \$188,000 for pay inflation and \$203,000 for FERS, for the Office of the Secretary and all Under Secretary Offices except for the Under Secretary for Natural Resources and Environment.

This increase supports the pay increase which went into effect January 1, 2022, of a 2.7 percent Cost of Living 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.

- ii. An increase of \$20,000 for the Under Secretary of Natural Resources and Environment, which includes \$9,000 for pay inflation and \$11,000 for FERS.

This increase supports the pay increase which went into effect January 1, 2022, of a 2.7 percent Cost of Living 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 for the Under Secretary of Natural Resources and Environment. This will be funded through the Department of Interior's appropriations.

- B) i. An increase of \$855,000 for 2023 Pay.

This increase will support the annualization of the 2022 2.7 percent Cost of Living pay increase and the 2023 4.6 percent Cost of Living pay increase.

This increase will allow the Office of the Secretary (OSEC) and its sub-offices (except for the Under Secretary of Natural Resources and Environment) to continue to meet its objective in administering and overseeing programs and policies relating to USDA operations. This critical increase is needed to support and maintain current staffing levels to meet the demands and statutory requirements imposed on OSEC. Elimination of the pay cost increase means that OSEC would not be able to fund 2 FTEs and would need to significantly cut travel, training, and mission support. Approximately 70 percent of OSEC's budget supports personnel compensation and benefits.

Failure to receive this increase would prevent OSEC from fully performing its mission, which is necessary to ensure continued policy direction for all areas of the Department.

- ii. An increase of \$43,000 for 2023 Pay for the Under Secretary of Natural Resources and Environment.

This increase will support the annualization of the 2022 2.7 percent Cost of Living pay increase and the 2023 4.6 percent Cost of Living pay increase for the Under Secretary of Natural Resources and Environment. This will be funded through the Department of Interior's appropriations.

- C) An increase of \$578,000 for Working Capital Fund Expenses and Shared Cost Expenses.

An increase of \$578,000 which includes \$305,000 for WCF and \$273,00 for Shared Cost Programs inflationary costs. This increase will support an inflationary percentage increase of 3 percent for the Office of the Secretary to continue to fund the required fixed Departmental programs.

- D) An increase of \$4,950,000 and 13 FTEs to fund the Office of the Chief Scientist.

The increase of \$4,950,000 will support REE mission agencies, that are currently administratively shifted to OCS through reimbursable agreements, to be appropriated directly to OCS. The specifics of the appropriated levels to be reduced by the listed agencies to OCS are as follows: Agricultural Research Service (\$2,228,000); Economic Research Service (\$248,000); National Agricultural Statistics Service (\$248,000); and National Institute of Food and Agriculture (\$2,228,000). The remaining difference will be absorbed through the OSEC REE appropriation.

The Food, Conservation, and Energy Act of 2008 designated the Under Secretary for Research, Education, and Economics (REE) as the U.S. Department of Agriculture's (USDA) Chief Scientist and authorized the establishment of OCS. OCS was established to coordinate science activities of USDA and is

the central office where key science issues and needs are identified, science activities are coordinated, and prioritized, and scientific capacity is strategically aligned. Further, the expertise represented within OCS integrates the critical functions of USDA intramural and extramural research, education, and extension across the breadth of agriculture: sustainable intensification, climate adaptation, food and nutrition, value-added product creation, and science policy. OCS provides leadership and coordination to ensure that high quality, scientific knowledge informs USDA's decisions, policies, and regulations across its eight Mission Areas and numerous programs. OCS establishes linkages between the USDA and other science-performing organizations in government, academia, industry, and non-profit organizations. OCS ensures that science performed by the Department is disseminated to decision leaders nationally and internationally. OCS assists the Chief Scientist of USDA in fulfilling the mandated role to coordinate research, education, and extension for the agency and is a principal gateway for USDA's science policy work with the Federal Government and foreign countries. In addition, coordination within USDA is carried out through the USDA Science Council, which is chaired by the Chief Scientist.

E) An increase of \$6,450,000 and 5 FTEs for the Office of Tribal Relations (OTR).

The Office of Tribal Relations has been realigned within the Office of the Secretary. As part of that realignment the Office of Tribal Colleges & Universities (OTCUs/1994 Program) will be placed under OTR. The Department is requesting that \$1 million be directly appropriated to OTR for the OTCUs realignment away from the Shared Costs Programs (SCP) and from the Office of Partnerships and Public Engagement to the OTR.

Additionally, the Budget requests that \$2,450,000 be directly appropriated to the Intertribal Technical Assistance Network which handles a significant and very impactful portion of USDA's Indian Country technical assistance, to realign it from the less predictable Shared Cost Programs (SCP) and provide increased resources. After the Department conducted an analysis of the Shared Costs Programs, USDA determined that the realignment of resources associated with certain 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.

The additional Budget request will fund the USDA's Tribal Self-Determination Initiative (TSDI) and the Indigenous Food Sovereignty Initiative (IFSA), both announced with the President at the White House Tribal Nations Summit in FY2022. The TSDI will bring the necessary expertise, training, capacity building to institutionalize tribal self-determination throughout USDA. The IFSA – which will also incorporate CEQs Indigenous Ecological Knowledge (ITEK) directive – will institutionalize traditional food ways and agricultural practices, Indian Country fair food and agriculture markets, and Indigenous health through foods tailored to American Indian/Alaska Native (AI/AN) dietary needs. If the appropriated funds are not enacted, the TSDI and IFSA will not be funded.

F) i. An increase of \$5,997,000 for 21 FTEs to adequately staff the Office of the Secretary.

To ensure that the Immediate Office as well as the Under and Assistant Secretary offices (with the exception of the Under Secretary for Natural Resources and Environment) are adequately staffed to achieve the mission activities, USDA is requesting funding for permanent positions to execute critical assignments.

The staff requested aligns with the Secretary's vision for USDA. Additional funding for these positions will bring the offices up to optimal staffing levels to better serve America's agricultural interests, meet the needs of its customers, meet critical deadlines, and remain in compliance with USDA's Department policies and federal laws and regulations.

ii. An increase of \$463,000 for 2 FTEs to adequately staff the Under Secretary of Natural Resources and Environment office.

To ensure that the Under Secretary of Natural Resources and Environment office is adequately staffed to achieve the mission activities, two permanent positions are requested to execute critical assignments. This funding will be provided through the Department of Interior's appropriations.

H) An increase of \$4,495,000 for Climate Change Initiatives.

Funds will be used to carry out Administration priorities- USDA plays a central role in quickly building resilience against the impacts of climate change, which include adaptation and mitigation options across working lands – agriculture, forestry, and rangelands – while also creating new jobs and opportunities. This work includes encouraging voluntary adoption of climate-smart agricultural and forestry practices that result in carbon reductions and sequestration and developing new and better markets for the products produced through climate-smart farming and forestry practices. Steps are being taken across USDA to improve adaptation and increase resilience to the impacts of climate change, and this includes identifying agency vulnerabilities and submitting an action plan. Investing in climate program implementation and enhancing the capacity for American producers advance innovation and put American technologies in the hands for farmers. Increased strategic investments in the USDA Climate Hubs help expand tools and resources for farmers, ranchers, and forest landowners’ awareness of – and engagement in – efforts to combat climate change.

**GEOGRAPHIC BREAKDOWN OF OBLIGATIONS AND FTEs****Table OSEC-7. Geographic Breakdown of Obligations and FTEs (thousands of dollars, FTEs)**

State/Territory/Country	2020		2021		2022		2023	
	Actual	FTE	Actual	FTE	Estimated	FTE	Estimated	FTE
District of Columbia	\$18,418	74	\$17,798	64	\$22,189	83	\$46,429	102
Maryland	18	1	-	-	-	-	-	-
Missouri	-	-	-	-	140	1	142	1
North Carolina	231	1	-	-	-	-	-	-
Obligations	18,667	76	17,798	64	22,329	84	46,571	103
Lapsing Balances	1,785	-	2,531	-	-	-	-	-
Total, Available	20,452	76	20,329	64	22,329	84	46,571	103

**CLASSIFICATION BY OBJECTS****Table OSEC-8 Classification by Objects (thousands of dollars)**

Item No.	Item	2020 Actual	2021 Actual	2022 Estimated	2023 Estimated
Personnel Compensation:					
	Washington D.C.	\$9,090	\$8,438	\$11,997	\$19,050
	Personnel Compensation, Field	167	-	140	233
11	Total personnel compensation.....	9,257	8,438	12,137	19,283
12	Personal benefits.....	3,007	2,552	4,114	6,535
13.0	Benefits for former personnel.....	11	33	-	-
	Total, personnel comp. and benefits	12,275	11,023	16,251	25,818
Other Objects:					
21.0	Travel and transportation of persons.....	519	173	200	200
22.0	Transportation of things.....	1	1	3	3
23.1	Rental payments to GSA.....	6	6	8	9
23.3	Communications, utilities, and misc. charges.....	504	502	510	515
24.0	Printing and reproduction.....	192	163	170	180
25.1	Advisory and assistance services.....	1,626	2,077	2,080	3,698
25.2	Other services from non-Federal sources.....	681	401	410	15,106
25.3	Other goods and services from Federal sources.....	-	2,655	1,872	200
25.4	Operation and maintenance of facilities.....	906	712	715	720
25.5	Research and development contracts.....	1,823	-	-	-
26.0	Supplies and materials.....	118	68	90	100
31.0	Equipment.....	16	17	20	22
	Total, Other Objects.....	6,392	6,775	6,078	20,753
99.9	Total, new obligations.....	18,667	17,798	22,329	46,571
	DHS Building Security Payments (included in 25.3).....	\$42	\$29	\$15	\$16
Position Data:					
	Average Salary (dollars), ES Position	\$182,000	\$180,000	\$180,000	\$183,000
	Average Salary (dollars), GS Position	\$107,000	\$111,000	\$114,000	\$123,000
	Average Grade, GS Position	13.2	13.3	13.4	14.1

**Advertising Expenditures**

There are no contracts for advertising expenses to report.