



United States
Department of
Agriculture

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2000 Annual Program Performance Report

OFFICE OF BUDGET AND PROGRAM ANALYSIS



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OFFICE OF BUDGET AND PROGRAM ANALYSIS

FY 2000 ANNUAL PROGRAM PERFORMANCE REPORT

The Office of Budget and Program Analysis (OBPA) was established in June 1981. OBPA's predecessor organization was established on July 8, 1922, by Secretary's Memorandum No. 389, under the provisions of the Budget and Accounting Act of 1921, which designated that a Budget Officer was to have charge of the preparation of estimates and other appropriations for the Department. The agency's current major activities consist of coordinating the preparation of the Department's budget estimates, legislative reports and regulations as well as selected program analyses. OBPA is one of several Department level offices that provide centralized leadership, coordination and support for the various administrative and policy functions of the Department, by assisting program agencies in their efforts to improve service to all USDA customers.

The mission of OBPA is to provide analyses and information to the Office of the Secretary and other policy officials to support informed decisionmaking regarding the Department's programs and policies, budget, legislative, and regulatory actions.

More information regarding OBPA's programs can be found in the OBPA Strategic Plan, the OBPA Performance Plan, and the OBPA website, www.usda.gov/agency/obpa. Only federal employees were involved in the preparation of this report. The following table provides summary information of OBPA's achievement of FY 2000 Performance Goals.

OBPA PERFORMANCE SUMMARY				
Strategic Goal/ Management Initiative	FY 2000 Performance Goals	FY 1999 Actual	FY 2000 Performance	
			Target	Actual
Goal 1: Assist the Office of the Secretary and other policy officials in decisionmaking and policy implementation by providing objective information and analyses regarding the Department's programs and policies.	Provide information and analyses that is valuable and useful to decisionmakers: Agency/mission area documents are analyzed for accuracy and consistency with current policy. Briefing materials, decision and other evaluation memoranda are prepared to advise the Office of the Secretary about issues and alternatives to support informed decision making.	Yes	Yes	Yes
Goal 2: Ensure the Department's Budget is consistent with policy decisions and that resources are allocated to agencies consistent with priorities and applicable laws	The USDA budget and its components are supported by sound justifications, consistent with policy direction, and submitted with the President's Budget:			
	Agency appeals are coordinated and communicated to Departmental policy officials and OMB regarding passbacks.	Yes	Yes	Yes
	Accurate Budget Summary documents coordinated with OMB and USDA policy officials, are produced to coincide with the submission of the President's Budget.	Yes	Yes	Yes
	Funding adjustments including reprogramming and interchanges, are coordinated with OMB and forwarded to USDA policy officials with a complete analysis of implications.	Yes	Yes	Yes
	Funding allocations and transcripts are reviewed for accuracy and completeness.	Yes	Yes	Yes

Strategic Goal/ Management Initiative	FY 2000 Performance Goals	FY 1999 Actual	FY 2000 Performance	
			Target	Actual
	Due to the production of complete and concise explanatory notes, USDA programs and their funding are better understood by Department officials and Congressional staff, improving decisionmaking regarding USDA programs:			
	Accurate Explanatory Notes are prepared, coordinated with OMB, and submitted to Congress in support of the President's Budget.	Yes	Yes	Yes
	Congressional action on USDA's Budget is monitored.	Yes	Yes	Yes
	As a result of OBPA monitoring of staff years, Departmental officials can make more informed staffing decisions to best manage programs and the delivery of services:			
	Agency and Departmental use of staff years is monitored and analyzed.	Yes	Yes	Yes
Goal 3: Ensure the Department's legislative proposals and regulatory actions are analytically adequate and consistent with Departmental and Administrative policy.	Development of legislative reports and proposals supported by adequate analyses and consistent with Departmental policy.	Yes	Yes	Yes
	Development of regulations supported by adequate analyses and consistent with Administration and Departmental policy.	Yes	Yes	Yes
	The Annual Regulatory Plan and Semi-annual Regulatory Agenda: updates are coordinated with USDA agencies to ensure it can be completed and submitted in a timely manner, and that new entries have policy clearance.	Yes	Yes	Yes
Management Initiative 1: Build a more productive and diverse workforce	Maintain or increase the percent of all employees who receive training or other professional development.	44% ^a	46%	49% ^b
	Ensure employees are treated with dignity and respect and provided equal employment opportunities: Number of EEO and discrimination complaints filed.	0	0	1 ^c

^aAll employees received Civil Rights training on sexual harassment; GS-13 to GS-15s received ethics training.

^bAll OBPA employees received EEO and Cultural Diversity training; GS-13 to GS-15s received Ethics training.

^cThis performance indicator has recently been revised to reflect the number of EEO and discrimination complaints substantiated; the current complaint filed is still under review.

Strategic Goal/ Management Initiative	FY 2000 Performance Goals	FY 1999 Actual	FY 2000 Performance	
			Target	Actual
	Increase or maintain the percentage of female and minority OBPA employees at all grade levels to ensure a workforce that reflects the general population:			
	Percentage of Females.	51%	51%	49%
	Percent of Black/Hispanic/Asian.	30%	30%	33%

Goal 1: Assist the Office of the Secretary and other policy officials in decisionmaking and policy implementation by providing objective information and analyses regarding the Department's programs and policies.

Objective: Conduct policy and program analyses, and other reviews that provide objective and analytically sound information.

Provide information and analyses that is valuable and useful to decision makers.

Agency/mission area documents are analyzed for accuracy and consistency with current policy. Briefing materials, decision and other evaluation memoranda are prepared to advise the Office of the Secretary about issues and alternatives to support informed decision making

Target: Yes
Actual: Yes

2000 Data: This information is based on actual achievements in meeting prescribed deadlines and suspense dates as set forth by the Office of the Secretary and the Office of the Executive Secretariat, and on feedback from policy officials on analytical information provided by OBPA.

Analysis of Results: OBPA met all of its targets under Goal 1. The achievements annotated above facilitated informed decision making by the Secretary and other senior policy officials. Specific efforts included:

Significant Regulations and High Priority Issues. OBPA worked with policy officials, the Office of the Management and Budget, and agency staff to complete complex scientific and economic analyses of proposed regulations that have significant benefits and costs to the economy or the environment. The wide range of issues covered included biotechnology, food safety, invasive species, animal health, plant protection, food and nutrition, crop insurance, commodity programs, rural development, and conservation. OBPA also worked in cooperation with other Federal departments and agencies on several important crosscutting documents. OBPA assisted with coordination and development of joint program justifications on food safety, implementation of the Food Quality Protection Act (FQPA), anti-bioterrorism activities, and the Biobased Products and Bioenergy Initiative.

Government Performance and Results Act (GPRA). OBPA worked with the Office of the Chief Financial Officer on the implementation of GPRA in the Department. OBPA assisted in the review of individual agency performance plans and reports, as well as the Department-wide and agency Strategic Plans, prior to their submission to OMB and the Congress.

Current Fiscal Year Performance: OBPA will continue to monitor and evaluate data submitted by agencies for accuracy, reliability and conformity to current assumptions, policies and applicable laws. OBPA expects to meet all of the targets again in FY 2001.

Program Evaluations: None.

Goal 2: Ensure the Department's Budget is consistent with policy decisions and that resources are allocated to agencies consistent with priorities and applicable laws.

Objective: Coordinate the preparation and presentation of a Departmentwide budget and monitor the allocation of resources to the agencies.

The USDA budget and its components are supported by sound justifications, consistent with policy direction, and submitted with the President's Budget.

Agency appeals are coordinated and communicated to Departmental policy officials and OMB regarding passbacks.

Target: Yes
Actual: Yes

Accurate Budget Summary documents coordinated with OMB and USDA policy officials, are produced to coincide with the submission of the President's Budget.

Target: Yes
Actual: Yes

Funding adjustments including reprogramming and interchanges, are coordinated with OMB and forwarded to USDA policy officials with a complete analysis of implications.

Target: Yes
Actual: Yes

Funding allocations and transcripts are reviewed for accuracy and completeness.

Target: Yes
Actual: Yes

Due to the production of complete and concise explanatory notes, USDA programs and their funding are better understood by Department officials and Congressional staff, improving decisionmaking regarding USDA programs.

Accurate Explanatory Notes are prepared, coordinated with OMB, and submitted to Congress in support of the President's Budget.

Target: Yes
Actual: Yes

Congressional Action on USDA's budget is monitored.

Target: Yes
Actual: Yes

As a result of OBPA monitoring of staff years, Departmental officials can make more informed staffing decisions to best manage programs and the delivery of services.

Agency and Departmental use of staff years is monitored and analyzed.

Target: Yes
Actual: Yes

2000 Data: This information is based on actual achievements in meeting prescribed deadlines. Accomplishments were based on OBPA's work in developing, presenting, and monitoring the USDA Budget. All publications and supporting documentation related to the President's Budget were released on schedule.

Analysis of Results: OBPA met all targeted performance goals based upon feedback from the Secretary, senior policy officials, Congressional staffs, OMB, Treasury, and other customers and clients. However, OBPA plays a much larger role in the budget process than just producing these outputs and ensuring they are complete, accurate, and consistent with Departmental and Administration policy. The performance goals attempt to capture OBPA's role in ensuring the budget documents contain the information and analyses needed to support informed decisionmaking throughout the budget process. Specific efforts included:

Press Briefings. OBPA prepared and presented a series of technical, non-policy budget briefings for Congressional staff, the news media, special interest groups, and the general public when the Administration issued its fiscal year 2001 budget proposals. These briefings were attended by over 100 Congressional staff and members of the media.

Budget Summary. OBPA compiled various policy, program and financial data and developed the fiscal year 2001 Department Budget Summary which summarizes and describes the budget for the Department. Approximately 1,800 copies of the document were broadly disseminated to Congressional Committees, the media, State governments, farm groups, and others interested in USDA programs. OBPA also made the fiscal year 2001 Budget Summary available through the Internet at www.usda.gov/agency/obpa.2001BudgetSummary.

Crosscutting Budget Initiatives. OBPA developed budget briefing materials on specific high priority issues that cross agency and mission area lines, such as the Biobased Products and Bioenergy Initiative, the Invasive Species Budget Initiative, and the Biotechnology Related Programs of the Department. In preparing these materials, OBPA worked with agency budget and program staff, policy officials, and other appropriate staff. These presentations were provided to groups such as Congressional staff, representatives of the Executive Office of the President, advisory committees providing advice to the Secretary, and internal working groups charged with coordinating USDA agency involvement in these areas.

Current Fiscal Year Performance: OBPA continues to support these processes in FY 2001.

Program Evaluations: None.

Goal 3: Ensure the Department's legislative proposals and regulatory actions are analytically adequate and consistent with Departmental and Administration policy.

Objective: Provide appropriate oversight and analysis of legislative and regulatory actions.

Development of legislative reports and proposals supported by adequate analyses and consistent with Departmental policy.

Target: Yes
Actual: Yes

Development of regulations supported by adequate analyses and consistent with Administration and Departmental policy.

Target: Yes
Actual: Yes

The Annual Regulatory Plan and Semi-annual Regulatory Agenda: updates are coordinated with USDA agencies to ensure it can be completed and submitted in a timely manner, and that new entries have policy clearance.

Target: Yes
Actual: Yes

2000 Data: The data on legislative proposals, regulations, and workplans are maintained in OBPA's information tracking systems. The systems continue to be a key element in OBPA's efforts to coordinate, monitor, and provide information on the large volume of legislative and regulatory documents received by the Department. However, it is not necessarily the numbers of these activities that measure performance, but rather the value and usefulness to decisionmakers of the information, analyses, and oversight OBPA provides.

Analysis of Results: OBPA met targets in FY 2000 based on feedback from the Secretary, senior policy officials, Congressional staffs, OMB, and other interested groups. Development of regulations, legislative reports, and proposals were supported by adequate analyses and were consistent with Departmental policies. OBPA reviewed and provided input, as appropriate, on all documents submitted. Specific efforts included:

Legislative Reports Tracking System. The Legislative Reports Tracking System continues to be a key element in OBPA's efforts to coordinate, monitor and provide information on the large volume of legislative reports, proposals, bills, and resolutions received by the Department. During fiscal year 2000, OBPA assisted in the preparation of 574 legislative reports. These reports were reviewed to ensure that they were consistent with the program, policy and budgetary objectives of the Administration; based on adequate analysis; and were programatically sound.

Major Legislation. OBPA provided analysis and other assistance during the development and passage of emergency relief for farmers in response to an economic crisis brought about by multiple years of devastatingly low commodity prices and disastrous production losses. This legislation was contained in emergency appropriation acts for both fiscal years 2000 and 2001, and provided several billions of dollars of assistance that contributed to the survival of agricultural producers under economic stress. In addition, OBPA participated in the development of numerous other legislative initiatives, some of which were transmitted to Congress during fiscal year 2000. OBPA also prepared budget impact analyses, issue and background papers, and other documents relating to legislative initiatives, that were used by both the Executive Branch and Congress.

Regulatory Tracking. OBPA was actively involved in the review and clearance of 375 Department regulations including, among others, income and disaster assistance for farmers and ranchers, food safety, crop insurance, and food program regulations. These regulations were reviewed for consistency with USDA statutory, policy and budgetary objectives and to assure conformance with substantive and procedural requirements of law, applicable Executive Orders and other regulations that govern the rule-making process.

Current Fiscal Year Performance: OBPA will continue to monitor and evaluate data submitted by agencies for accuracy, reliability and conformity to current policies and applicable laws.

Program Evaluations: None.

Management Initiative 1: Build a more productive and diverse workforce.

Objective: To overcome the barrier of not being able to recruit well-qualified minority candidates and to retain minority employees after hiring.

Maintain or increase the percent of all employees who receive training or other professional development.

Target: 46%
Actual: 49%

Ensure employees are treated with dignity and respect and provided equal employment opportunities:

Number of EEO and discrimination complaints filed.

Target: 0
Actual: 1

Increase or maintain the percentage of female and minority OBPA employees at all grade levels to ensure a workforce that reflects the general population:

Percentage of Females.

Target: 51%
Actual: 49%

Percent of Black/Hispanic/Asian.

Target: 30%
Actual: 33%

2000 Data: Data are derived from reports from the National Finance Center data base and internal records.

Analysis of Results: In Management Initiative 1, OBPA exceeded its target in professional development and the percentage of Black/Hispanic/Asian employees. However, there was one EEO complaint filed that is still under consideration. Also, the percentage of female employees decreased less than one percent from our fiscal year 1999 female employment level due to three female employee retirements. These slight deviations do not reflect a failure to meet the overall initiative; final determination on the filed EEO complaint will provide a more accurate means of assessing achievement. In other efforts, OBPA implemented and enforced applicable policies, regulations, rules, and memoranda developed as a result of the Civil Rights Action Team Report. OBPA also invested resources for employee training, to include off-site training, and employee development in career advancement programs.

Career ladder vacancy announcements were disseminated to "All Sources" in an effort to attract a diverse pool of applicants for job openings in OBPA.

Current Fiscal Year Performance: OBPA reemphasized the need and importance of EEO training and implemented and embraced on-line training as a mode to ensure that this training was accessible to all employees in the agency.

Program Evaluations: None.