

2026 USDA EXPLANATORY NOTES – DEPARTMENTAL ADMINISTRATION

Table of Contents

Preface	3
Agency-Wide.....	3
Purpose Statement.....	3
Available Funds and FTEs	3
Vehicle Fleet	4
Shared Funding Projects.....	6
Account 1: Office of the Secretary	7
Appropriations Language	7
Lead-Off Tabular Statement.....	7
Project Statements.....	8
Justification of Changes	8
Geographic Breakdown of Obligations and FTEs	9
Classification by Objects.....	10
Status of Programs.....	11
USDA Advisory Committees	17
Status of Programs.....	19
Agency-Wide Performance	27
Summary of Performance.....	27

This page was intentionally left blank.

PREFACE

This publication summarizes the fiscal year (FY) 2026 Budget for the U.S. Department of Agriculture (USDA). Throughout this publication any reference to the “Budget” is in regard to the 2026 Budget, unless otherwise noted. All references to years refer to fiscal year, except where specifically noted. The budgetary tables throughout this document show actual amounts for 2023 and 2024, Full-Year Continuing Resolution levels for 2025, and the President’s Budget request for 2026. Amounts for 2025 estimated levels include: non-enacted amounts such as Full-Time Equivalent levels, fleet levels, information technology investment levels, recovery levels, transfers in and out, balances available end of year, and obligation levels.

Throughout this publication, the “2018 Farm Bill” is used to refer to the Agriculture Improvement Act of 2018. Most programs funded by the 2018 Farm Bill are funded through 2025, as extended by the American Relief Act, 2025 (P.L. 118-158, Division D). Amounts shown in 2025 and 2026 for most Farm Bill programs reflect those confirmed in the baseline.

Pursuant to the Balanced Budget and Emergency Deficit Control Act of 1985, sequestration is included in the numbers for mandatory programs in 2023, 2024, 2025 and 2026.

In tables throughout this document, amounts equal to zero (0) are displayed as dashes (-). Amounts less than 0.5 and greater than zero are rounded and shown as a zero (0). This display treatment is used to prevent the masking of non-zero amounts that do not round up to one (1).

AGENCY-WIDE**PURPOSE STATEMENT**

Departmental Administration (DA) was established to ensure 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 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.

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

DA is located in Washington, D.C. As of September 30, 2024, there were 241 permanent full-time employees, funded by appropriated funds (71) and the Working Capital Fund (170). Of these employees 91 were in Washington D.C. and 140 were in field offices.

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

Item	2023		2024		2025		2026	
	Actual	FTEs	Actual	FTEs	Estimated	FTEs	Estimated	FTEs
Salaries and Expenses:								
Discretionary Appropriations	\$26,716	68	\$23,500	71	\$23,500	67	\$17,000	36
Total Discretionary Appropriations	26,716	68	23,500	71	23,500	67	17,000	36
Total Adjusted Appropriation	26,716	68	23,500	71	23,500	67	17,000	36
Total Available	26,716	68	23,500	71	23,500	67	17,000	36
Lapsing Balances	-740	-	-208	-	-	-	-	-
Total Obligations	25,976	68	23,292	71	23,500	67	17,000	36
Other Funding:								
Reimbursements from USDA Agencies	21,045	39	15,540	59	12,134	42	7,280	25
Flex Spending Account	514	-	608	-	-	-	-	-
Human Resource Priority Goals	3,156	2	3,455	8	2,804	14	2,804	14
Medical Services	1,780	-	1,842	-	1,974	-	1,974	-
Shuttle Services	4,334	-	429	-	436	-	436	-
Talent Group	3,359	5	3,094	13	3,313	11	3,313	11
Target Center	1,544	3	1,524	4	1,583	5	1,583	5
Employee Labor Relations	1,322	7	1,494	7	2,374	10	2,374	10

Item	2023		2024		2025		2026	
	Actual	FTEs	Actual	FTEs	Estimated	FTEs	Estimated	FTEs
Office of Customer Experience	2,978	1	2,839	2	3,013	6	3,013	6
Real Property Leasing	1,395	-	908	-	-	-	-	-
NCR Interpreting Services	848	-	1,100	-	1,045	-	1,045	-
Working Capital Fund	61,121	176	77,640	181	77,241	181	77,241	181
Total Appropriation, Other Funding	103,396	233	110,473	274	105,917	269	101,063	252
Total Available, Other Funding	103,396	233	110,473	274	105,917	269	101,063	252
Total Obligations, Other funding	103,396	233	110,473	274	105,917	269	101,063	252
Total Obligations, DA	129,372	301	133,765	345	129,417	336	118,063	288
Total, Agriculture Available	130,112	301	133,973	345	129,417	336	118,063	288
Total Available, DA	130,112	301	133,973	345	129,417	336	118,063	288

*This table assumes a reduced 2026 FTE baseline due to 2025 voluntary staff separations and administrative cost efficiencies.

Table DA-2. Permanent Positions by Grade and FTEs

Item	2023			2024			2025			2026		
	HQ	Field	Total	HQ	Field	Total	HQ	Field	Total	HQ	Field	Total
SES	5	1	6	5	1	6	5	1	6	5	1	6
GS-15	12	8	20	12	8	20	12	8	20	7	8	15
GS-14	47	27	74	37	27	64	37	27	64	22	27	49
GS-13	58	23	81	53	23	76	53	23	76	42	23	65
GS-12	29	6	35	29	6	35	29	6	35	29	6	35
GS-11	9	11	20	9	11	20	9	11	20	9	11	20
GS-10	2	4	6	2	4	6	2	4	6	2	4	6
GS-9	6	-	6	6	-	6	6	-	6	6	-	6
GS-8	3	1	4	3	1	4	3	1	4	3	1	4
GS-7	3	-	3	3	-	3	3	-	3	3	-	3
GS-6	1	-	1	1	-	1	1	-	1	1	-	1
Total Permanent...	175	81	256	160	81	241	160	81	241	130	81	210
Total Perm. FT EOY..	175	81	256	160	81	241	160	81	241	130	81	210
FTE*	220	81	301	160	81	241	160	81	241	130	81	210

* Total FTEs are all inclusive of workforce categories including temporary positions.

**This table assumes a reduced 2026 FTE baseline due to 2025 voluntary staff separations and administrative cost efficiencies.

VEHICLE FLEET

Motor Vehicle Fleet

Departmental Administration's (DA) mission is to provide management leadership to ensure that USDA administrative programs, policies, advice and counsel meet the needs of USDA people and projects, consistent with laws and mandates; and provide safe and efficient facilities and services to customers. Departmental Administration (DA) utilizes fleet vehicles for a multitude of critical purposes ensuring that mission requirements are met, and personnel are empowered to successfully carry out the mission. Fleet vehicles are essential to DA being able to carry out its mission of managing the people, project and property assets of USDA.

Replacement Criteria

Fleet vehicles are replaced in accordance with established vehicle-class replacement standards. Optimal replacement cycle analyses, vehicle allocation methodology (VAM) and total cost of ownership / leasing and lifecycle model analyses are integral to the sourcing strategy and decision-making process.

Reductions to Fleet

Mission requirements dictate the need for retaining vehicles within the inventory and are only retained through justifiable means as mission-critical and best fit within the overall optimal fleet profile. Vehicle utilization is constantly monitored and weighed in determining whether each fleet asset maintains a place within the inventory. VAM studies, weighting, scoring, optimization, and value analyses are integral to the strategy and decision-making process and are conducted to determine whether a vehicle should be retained, transferred, reassigned, or eliminated from the inventory.

Table DA-3. Size, Composition, and Annual Costs of Motor Vehicle Fleet

Item	Sedans and Station Wagons	Vans	SUVs	Light Trucks 4X2	Light Trucks 4X4	Medium Duty Vehicles	Buses	Heavy Duty Vehicles	Total Vehicles	Annual Operating Costs
2018 End of Year Operating Inventory	5	6	9		1	6		4	31	\$132,752
2023 End of Year Operating Inventory	17	4	15		1	13		4	54	424,877
2024 Actual Acquisitions	1	1						1		
2024 Actual Disposals	-	1	1	-	-	1	-	-	-	
2024 End of Year Operating Inventory	18	4	14		1	12	0	5	54	691,146
2025 Planned Acquisitions	7		3		1	1				
2025 Planned Disposals	2		1		1	1				
2025 End of Year Operating Inventory	23	4	16		1	12		5	61	799,515
2026 Planned Acquisitions	3		2			1		1		
2026 Planned Disposals	3		2					1		
2026 End of Year Operating Inventory	23	4	16		1	13		5	62	886,069

Table DA-4. Statement of Proposed Acquisition of Passenger Motor Vehicles

Fiscal Year	Net Active Fleet, SOY	Disposals	Replacements	Additions	Total Acquisitions	Net Active Fleet, EOY
2023	56	11		9	0	9
2024	54	2		2	0	2
2025	54	5		5	7	12
2026	61	5		5	1	6

SHARED FUNDING PROJECTS**Table DA-5 Shared Funding Projects *(thousands of dollars)**

Item	2023 Actual	2024 Actual	2025 Estimated	2026 Estimated
Working Capital Fund:				
Administrative Services:				
AskUSDA Contact Center	\$80	\$191	\$181	\$181
Fleet Charge Card Services	-	-	1	1
General Counsel Legal Compliance.....	-	-	21	263
Material Management Service	119	126	133	135
Mail and Reproduction Services	354	460	572	577
Integrated Procurement Systems	269	193	151	151
Personnel and Document Security Program	18	21	24	24
Procurement Operations Services	2,083	2,571	2,337	2,235
Human Resources Enterprise Management Systems.....	5	323	241	254
Subtotal	2,928	3,885	3,661	3,821
Communications:				
Creative Media & Broadcast Center	-	23	11	5
Finance and Management:				
National Finance Center	120	132	131	131
Financial Management Systems.....	610	569	525	526
Internal Control Support Services	83	84	56	56
Financial Management Support Services.....	2,275	2,517	2,750	2,771
Subtotal	3,088	3,302	3,462	3,484
Information Technology:				
Client Experience Center	3,421	3,494	3,140	3,360
Department Administration IT Office	4,011	3,034	3,235	3,243
Digital Infrastructure Services Center	4,350	2,785	2,827	2,468
Enterprise Cybersecurity Services	164	422	508	508
Enterprise Data and Analytics Services	795	1,071	841	850
Enterprise Network Services.....	403	779	693	673
Subtotal	13,144	11,585	11,244	11,102
Correspondence Management Services				
Office of the Executive Secretariat.....	103	107	63	50
Total, Working Capital Fund	19,263	18,902	18,441	18,462
Department-Wide Shared Cost Programs:				
Agency Partnership Outreach	27	31	31	31
Diversity, Equity, Inclusion, and Accessibility**	7	11	2	-
Employee Experience	13	15	11	11
Medical Services	76	122	148	148
NCR Interpreting Services.....	27	51	52	52
Office of Customer Experience	12	12	12	12
Physical Security	17	20	24	24
Security Detail	19	22	32	32
Security Operations.....	26	31	30	30
Talent Group	13	14	14	14
TARGET Center.....	6	7	6	6
Total, Department-Wide Reimbursable Programs	243	336	362	360
E-Gov:				
Enterprise Human Resources Integration.....	94	74	99	89
E-Rulemaking	1	1	1	1
E-Training	13	13	13	13
Benefits.gov	1	1	1	1
Grants.gov	19	19	19	19
Total, E-Gov	128	108	133	123
Agency Total	19,634	19,346	18,936	18,945

* This table is based on a preliminary 2026 estimate, which will be adjusted at a later date to reflect the Department's updated posture and footprint.

** In alignment with the current Administration's priorities, the 2025 amounts reflect expenses incurred prior to January 20, 2025.

ACCOUNT 1: OFFICE OF THE SECRETARY**APPROPRIATIONS LANGUAGE**

The appropriations language follows (new language underscored):

Office of the Secretary (Including Transfers of Funds)

For necessary expenses of the Office of the Secretary, \$42,696,000 of which not to exceed \$6,000,000 shall be available for the immediate Office of the Secretary; not to exceed \$1,896,000 shall be available for the Office of Homeland Security; not to exceed \$5,000,000 shall be available for the Office of Tribal Relations; not to exceed \$3,000,000 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 \$18,300,000 shall be available for the Office of the Assistant Secretary for Administration, of which \$17,000,000 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 \$3,500,000 shall be available for the Office of 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 \$5,000,000 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 5 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 shall be transferred to agencies of the 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 of Congress on the allocation of these funds by USDA agency.

LEAD-OFF TABULAR STATEMENT***Table DA-6. Lead-Off Tabular Statement (In dollars)***

Item	Amount
Enacted, 2025	\$23,500,000
Change in Appropriation	-6,500,000
Budget Estimate, 2026	<u>17,000,000</u>

PROJECT STATEMENTS**Table DA-7. Project Statement on Basis of Appropriations (thousands of dollars, FTEs)**

Item	2023 Actual	FTEs	2024 Actual	FTEs	2025 Estimated	FTEs	2026 Estimated	FTEs	Inc. or Dec.	FTE Inc. or Dec.	Chg Key
Discretionary											
Appropriations:											
Department											
Administration	\$26,716	68	\$23,500	71	\$23,500	67	\$17,000	36	-\$6,500	-31	(1)
Subtotal	26,716	68	23,500	71	23,500	67	17,000	36	-6,500	-31	
Total Adjusted											
Approp	26,716	68	23,500	71	23,500	67	17,000	36	-6,500	-31	
Add back:											
Total											
Appropriation	26,716	68	23,500	71	23,500	67	17,000	36	-6,500	-31	
Total Available ...	26,716	68	23,500	71	23,500	67	17,000	36	-6,500	-31	
Lapsing											
Balances	-740	-	-208	-	-	-	-	-	-	-	-
Total Obligations	25,976	68	23,292	71	23,500	67	17,000	36	-6,500	-31	

*This table assumes a reduced 2026 FTE baseline due to 2025 voluntary staff separations and administrative cost efficiencies.

Table DA-8 Project Statement on Basis of Obligations (thousands of dollars, FTEs)

Item	2023 Actual	FTEs	2024 Actual	FTEs	2025 Estimated	FTEs	2026 Estimated	FTEs	Inc. or Dec.	FTE Inc. or Dec.	Chg Key
Discretionary Obligations:											
Department											
Administration	\$25,976	68	\$23,292	71	\$23,500	67	\$17,000	36	-\$6,500	-31	
Subtotal Disc Obligations	25,976	68	23,292	71	23,500	67	17,000	36	-6,500	-31	
Total Obligations	25,976	68	23,292	71	23,500	67	17,000	36	-6,500	-31	
Add back:											
Lapsing Balances	740	-	208	-	-	-	-	-	-	-	-
Total Available	26,716	68	23,500	71	23,500	67	17,000	36	-6,500	-31	
Total Appropriation	26,716	68	23,500	71	23,500	67	17,000	36	-6,500	-31	

*This table assumes a reduced 2026 FTE baseline due to 2025 voluntary staff separations and administrative cost efficiencies.

JUSTIFICATION OF CHANGES**Department Administration**

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 historically underserved business utilization.

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

(1) A decrease of \$6,500,000 and 30 FTEs in Departmental Administration (\$23,500,000 and 67 FTEs available in 2025).

A) A decrease of \$6,500,000 for base funding for DA. In pursuit of streamlining workforce efforts, facilities, and other government efficiencies, the Department Administration has reduced staff from 67 to 36. At this level, DA will continue to efficiently perform and support functions of human resources, procurement and property management, and homeland security.

GEOGRAPHIC BREAKDOWN OF OBLIGATIONS AND FTEs**Table DA-9. Geographic Breakdown of Obligations and FTEs for Department Administration (thousands of dollars, FTEs)**

State/Territory/Country	2023		2024		2025		2026	
	Actual	FTEs	Actual	FTEs	Estimated	FTEs	Estimated	FTEs
Alabama	\$167	1	\$366	2	\$366	2	\$366	2
Colorado	-	-	160	1	160	1	160	1
District of Columbia.....	25,065	63	20,437	54	20,645	50	14,145	19
Florida.....	-	-	154	1	154	1	154	1
Idaho.....	-	-	94	1	94	1	94	1
Indiana	-	-	198	1	198	1	198	1
Michigan	175	1	212	1	212	1	212	1
Minnesota	215	1	215	1	215	1	215	1
Missouri	173	1	-	-	-	-	-	-
Montana.....	-	-	160	1	160	1	160	1
Nebraska	-	-	173	1	173	1	173	1
Nevada	-	-	339	2	339	2	339	2
New Mexico.....	181	1	-	-	-	-	-	-
Ohio.....	-	-	212	1	212	1	212	1
Tennessee.....	-	-	120	1	120	1	120	1
Texas.....	-	-	352	2	352	2	352	2
Wisconsin.....	-	-	100	1	100	1	100	1
Obligations	25,976	68	23,292	71	23,500	67	17,000	36
Lapsing Balances	-740	-	-208	-	-	-	-	-
Bal. Available, EOY.....	-	-	-	-	-	-	-	-
Total, Available	25,236	68	23,084	71	23,500	67	17,000	36

CLASSIFICATION BY OBJECTS**Table DA-10. Classification by Objects (thousands of dollars)**

Item No.	Item	2023 Actual	2024 Actual	2025 Estimated	2026 Estimated
Personnel Compensation:					
	Washington D.C.	\$8,648	\$7,426	\$6,819	\$3,778
	Personnel Compensation, Field	911	3,378	5,579	3,090
11	Total personnel compensation	9,559	10,804	12,398	6,868
12	Personal benefits	3,367	3,715	4,502	2,211
13.0	Benefits for former personnel	1	4	-	-
	Total, personnel comp. and benefits.....	12,927	14,523	16,900	9,079
Other Objects:					
21.0	Travel and transportation of persons	187	57	57	52
22.0	Transportation of things.....	1	1	1	1
23.3	Communications, utilities, and misc. charges .	408	400	400	400
24.0	Printing and reproduction.....	37	30	30	30
25.2	Other services from non-Federal sources.....	3,849	1,521	1,521	1,963
	Other goods and services from Federal sources.....	8,352	6,652	4,483	5383
26.0	Supplies and materials	126	99	99	82
31.0	Equipment	84	9	9	10
	Total, Other Objects.....	13,049	8,769	6,600	7,921
99.9	Total, new obligations.....	25,976	23,292	23,500	17,000
DHS Building Security Payments (included in 25.3).....					
		\$48	\$39	\$39	\$39
Information Technology Investments:					
Major Investment 1					
Related Mission Area PPA #1					
11	Internal Labor	\$4.962	\$5.349	\$5.653	\$5.664
	External Labor (Contractors)	\$8.992	\$8.051	\$6.964	\$6.977
25.2	Outside Services (Consulting).....	\$0.233	\$0.048	\$0.052	\$0.054
25.2	Outside Services (Consulting).....	-	\$1.500	\$1.451	\$1.400
	Total Major Investment 1.....	14	15	14	14
Major Investment 2					
11	Internal Labor	-	-	-	-
	External Labor (Contractors)	\$ -	\$1.088	\$1.121	\$1.155
25.2	Outside Services (Consulting).....	\$0.249	\$0.028	\$0.028	\$0.028
	Total Major Investment 2.....	0	1	1	1
Major Investment 3					
25.2	Outside Services (Consulting).....	\$0.615	\$0.514	\$0.431	\$0.444
	Total Major Investment 3.....	1	1	0	0
	Total IT Investments	15	17	16	16
Position Data:					
	Average Salary (dollars), ES Position.....	\$174,923	\$221,340	\$225,000	\$225,000
	Average Salary (dollars), GS Position	\$127,305	\$115,525	125,827	125,827
	Average Grade, GS Position	13.9	13.3	13.3	13.3

*This table assumes a reduced 2026 FTE baseline due to 2025 voluntary staff separations and administrative cost efficiencies.

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 and facilities 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**

Our employees are our greatest resource. OHRM is the conduit for driving organizational performance in planning and directing the USDA enterprise human resources portfolio of services and programs to ensure the Department has the workforce and expertise necessary to fulfill its mission. To achieve this, OHRM effectuates hiring reforms and adopts technology improvements that are designed toward attracting and hiring a highly qualified workforce. OHRM provides timely, Department-wide guidance for addressing the human resources barriers that USDA faces in the Federal hiring process. Additionally, OHRM formulates and administers Departmental policies, procedures, and directives concerning position classification and management; training and employee development; employee and labor relations; executive resources management; staffing acquisition and recruitment and onboarding; leave and compensation; strategic and workforce planning; enterprise software applications and systems management; benefits and performance management; employee awards and recognition; and organizational initiatives.

Selected Examples of Recent Initiatives

OHRM partners with USDA Mission Areas to identify streamlining permanent, temporary, and term positions by occupational series and grade to align with Departmental strategic goals. Aggregate agency data generated by this activity is used to develop strategies for hiring, recruitment and retention, including use of incentives and requests for direct hire authorities and populates dashboards that assist in monitoring progress on reaching goals. OHRM oversees and executes the strategy to secure or expand direct hire authorities granted by the Office of Personnel Management (OPM) for agencies including, but not limited to Forest Service, Food Safety and Inspection Service, and Animal and Plant Health Inspection Service. OHRM coordinates extensively with OPM to present evidence and data supporting the need to secure these hiring flexibilities which have resulted in highly skilled candidate pools and expedited hiring across USDA.

OHRM works closely with USDA's senior leadership and proactively advances Departmental-wide implementation of Executive Orders, and OPM and Office of Management and Budget provided guidance.

Below are some key updates:

- Executive Order 1420, "*Implementing the President's Department of Government Efficiency Workforce Optimization Initiative*": OHRM supports implementation through a multi-phased plan. This plan drives efficiency and optimizes the USDA workforce.
- Deferred Resignation Program (DRP): OHRM oversees the implementation and management of the Mission Areas DRP activities designed to support workforce optimization reduction initiatives.
- Voluntary Separation Incentive Payment (VSIP) and Voluntary Early Retirement Authority (VERA) Exploration: Plans, promotes and implements the use of VSIP and VERA, designed to support workforce optimization workforce reduction initiatives across USDA.
- Executive Order 14171, "*Restoring Accountability to Policy-Influencing Positions within the Federal Workforce*": OHRM spearheads implementation of the Executive Order by overseeing the review and identification of positions for potential inclusion in the schedule/policy position

category. Following approval of identified positions, OHRM will lead implementation across USDA.

- Presidential Memorandum “Restoring Accountability for Career Senior Executives.” OHRM implemented changes to the Senior Executive Service Performance Appraisal System and provided guidance and system revisions to USDA agencies to finalize implementation.

Expanded development of HR data analytics through new and enhanced dashboards. OHRM continues to lead an aggressive expansion of human capital dashboards with increased functionality and robust, real-time availability of data. These efforts align with initiatives to advance accountability and instill informed data-driven decision-making – especially in the areas of hiring and retention – while reducing manual and inefficient Mission Area HR data reporting demands.

OHRM is continuing to pursue improved efficiencies through the use of Robotics Processing Automation (RPA) in the HR space to reduce time spent on routine transaction processing by automating labor and time-intensive HR personnel action and transactional processes. RPAs reduce the associated execution time from days or hours down to minutes or overnight batch processing, thus enabling USDA Human Resources to gain efficiencies and redirect vital resources to support areas performing HR work that lack adequate or ideal resources commensurate to meet work demands.

The Office of Property and Environmental Management (OPEM)

Current Activities

OPEM provides Department-wide administration, leadership, oversight, and policy in the areas of real and personal property acquisition, utilization and disposal, fleet charge cards 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, OPEM develops and administers policy and guidance for environmental management at USDA, including response and restoration, facilities energy management, and sustainable operations.

Selected Examples of Recent Progress

In 2024, OPEM developed and implemented the Department-wide space optimization plan. This resulted in a reduction of 700,000 square feet. These national space reduction efforts will result in USDA realizing over \$30 million in cost avoidance annually and over \$600 million in the 20-year lease term. OPEM provided operational support, training, and technical assistance to Mission Areas resulting in a 28 percent reduction in lease holdovers.

OPEM increased USDA’s real property oversight and compliance reviews. Over the last four years, OPEM’s streamlined processes increased the number of reviews per year from 40 to 340.

OPEM partnered with the Office of Contracting and Procurement (OCP) to improve fleet card operations and develop procedures to transfer the fleet card program from OCP to OPEM. OCP and OPEM transitioned the fleet card program to OPEM for future management.

Established USDA’s first Real Property Capital Investment Board (RPCIB) comprised of senior-level representatives from each Mission Area and key departmental offices, to align budget formulation and projections, coordinate space optimization initiatives, and capital planning process initiatives. The RPCIB provided the conduit to align the capital planning process in accordance with OMB Memorandum M-21-25, Integrating Planning for A Safe Increased Return of Federal Employees and Contractors to Physical Workplaces with Post-Reentry Personnel Policies and Work Environment.

The Office of Contracting and Procurement (OCP)

Current Activities

OCP is responsible for the following key programs and activities:

- Providing contracting, procurement and acquisition program management subject matter expertise and guidance for USDA leadership.
- Management and oversight of the USDA acquisition portfolio and workforce via guidance, compliance, training, and reporting.
- Management of the Department's primary procurement information system, the Integrated Acquisition System, and the Government Purchase Card (GPC) Purchase Card Service Center (PCSC).
- Operational contracting support to the Office of the Secretary (OSEC), Office of the Chief Information Officer (OCIO), Office of the Chief Financial Officer (OCFO), other staff offices and select Mission Areas via the Working Capital Fund (WCF).

OCP's current activities have focused on supporting USDA compliance with Executive Orders, including supporting Chief Operating Officers and Department of Government Efficiency (DOGE) in reviewing planned and existing contracts for mission criticality, terminating and closing contracts where appropriate, and continuing to provide outstanding operational contracting support for mission essential needs that must continue.

Selected Examples of Recent Progress

Implementation of Executive Orders and Administration Priorities

In support of [Executive Order \(EO\) 14222, "Implementing the President's 'Department of Government Efficiency' Cost Efficiency Initiative"](#), USDA OCP developed processes and tools to enable the Department to conduct a comprehensive review of over 12,000 existing contracts, with the goal of reducing overall federal spending or reallocating spending to enhance efficiency and align with the Administration's policies. OCP's online, real-time justification tool provides complete transparency and oversight throughout the process, with more than 5,000 justifications entered to-date and over 400 contracts identified for termination or scope reduction. OCP implemented system controls to ensure Performance Work Statement (PWS) upload to the contract file along with reporting and dashboard capability to ensure compliance on all open contracts. The Government Purchase Card Program reduced open accounts by more than 75% to approximately 3,000 as required.

In support of the Department's [Obligation of Funding Moratorium](#), OCP facilitates the review of all planned non-emergency contracts prior to solicitation and/or award. Only planned contracts that are determined to be mission essential by the Mission Area Chief Operating Officer (COO), the USDA Senior Procurement Executive (SPE), and DOGE are approved for obligation of funding. OCP implemented approval routing controls within IAS to ensure contracts cannot be awarded until they have gone through the review process.

In support of [EO 14240, "Eliminating Waste and Saving Taxpayer Dollars by Consolidating Procurement"](#), OCP is completing a detailed analysis and plan to transition contracts to GSA. Key goals in this process are EO compliance and mitigating negative impacts to mission essential work due to the complexities the transfer of work will add to the contracting process.

Procurement Operations

Department-level Procurement Operations Division within OCP supported the operational contracting needs of all Department-level staffs (e.g., OSEC, OCIO, OCFO, DA) and five Mission Areas in the planning, award, and administration of over 3,000 contracts with a 2024 total obligation of \$1.6 Billion. Recent examples include:

- Averted shutdown of Return to Office (RTO) Tool by awarding a development contract in only 9 days. This contract takes the RTO from a proof of concept to a critical instrument in the USDA's compliance with Return to In-Person Work directives. In addition, this contract gives rapid development ability for future apps such as the Daily Attendance by Facility and Occupancy Tracker that will be deployed in early May and ready for future OMB requests.

- Centralized USDA's Cloud Service Support - negotiated unified enterprise support by bringing together mission areas from separate support levels and prices to all having top level support at the lowest price; established a renewal baseline and saved \$2.6 Million over 18 months.
- Negotiated the renewal of a software contract for both OCIO/DISC and OCFO/NFC. This software and network database solution supports the mainframe environment of DISC and NFC which are integrated into numerous federal applications that reside on the overall DISC mainframe, including the payroll and benefits systems which process payments for all federal employees. The resultant award was negotiated within available funds for the renewal and incorporated terms that can be adjusted to support any potential updates to the utilized solution and potential future migration to a new solution. There are two resultant awards, each for a base year plus 4 option periods, with a value of \$41.1M and \$26.2M respectively.

Procurement Policy, Guidance & Oversight

In support of [*EO 14275, "Restoring Common Sense to Federal Procurement"*](#), USDA is actively participating in a government-wide effort to rewrite the Federal Acquisition Regulation (FAR). USDA's Senior Procurement Executive is collaborating with the FAR Council on this initiative. Following the implementation of the reformed FAR, a rewrite of the USDA's Acquisition Regulation (AGAR) and Contracting Desk Book will be completed to ensure alignment with the new requirements. This effort aims to standardize and streamline procurement processes across the USDA, enhancing overall efficiency and effectiveness.

Implemented an enterprise-wide Internal Review Program to assess mission area compliance with the Federal Acquisition Regulation (FAR), Agriculture Acquisition Regulation (AGAR), and OCP Contracting Desk Book. Best practices were identified and shared with the procurement workforce in multiple forums. Opportunities for improvement were also identified, and corrective action plans implemented to address these weaknesses.

Procurement Systems

USDA's procurement system, IAS, supported 10,000 users and processed \$7.3 billion in obligations in 2024, a 16.6 percent increase over 2023. This significant achievement underscores IAS's robust operational management, which earned a green status rating from the USDA Office of the Chief Information Officer (OCIO). This top rating reflects IAS's success in cost management, risk mitigation, contract oversight, timely project delivery, software development, performance measurement, and adherence to OCIO governance guidelines.

To enhance procurement efficiency through automation, IAS continues to enhance and maintain several innovative solutions: a) Contract Closeout Utility and Robotics Process Automations (RPAs) – has supported automated closure of 167,000 contract awards, deobligating \$56 million and freeing up funds in a timelier manner for other mission needs; b) File Upload Utility – 185,000+ file uploads with an estimated savings of \$500,000 in contract administration costs annually; c) Award Correction Utility – saved administration costs on over 24,000 administrative contract modifications.

The IAS Program facilitated OCIO approval and rolled out A.I.-infused ProcureSight in 2025 to streamline market research. IAS supports numerous interfaces and performed significant development and testing to support upgrades to USDA's Financial Management Modernization Initiative (FMMI) and AgMax. IAS implemented numerous enhancements such as a mechanism to track and report Forest Service Stewardship contracts and the advancements listed in the Executive Orders and Administration Priorities section.

Government Purchase Card (GPC) Program

Led and managed the Enterprise-wide Government Purchase Card (GPC) Program which executed 840,000 transactions worth approximately \$506 million in expenditures and generated over \$9.8 million in rebates during 2024, a program record.

During 2024, the USDA GPC Program Guide was completely rewritten for the first time in many years providing updated guidance and direction with current regulations and laws. It was published in a new web-based format on USDA's intranet page to allow for real time updates and changes, significantly reducing the time required to implement new initiatives.

By June 30, 2025, all GPC Program participants will have completed required refresher training which is required every 3 years by OMB A-123 Appendix B. A new course was launched that combines more than 5 separate courses into a single course, providing a more seamless experience and a single source for obtaining the required training.

USDA is the largest participant in GSA's Commercial Platform Program (CPP) with over \$34.5 million in expenditures and estimated savings of over \$3 million. The GPC Program will continue to pursue strategic opportunities to assist agencies in meeting their mission while providing an efficient tool for actions under the micro-purchase threshold using new bank products, platforms, etc. Currently, USDA participates with 6 platforms provided by GSA.

Acquisition Workforce Management and Support

Developed and enhanced resources for the USDA acquisition workforce, including guidance, templates, operating procedures, and tools to support the acquisition workforce in performing their duties. Resources are aggregated on the [Acquisition Workforce SharePoint site](#), providing an on-demand, one stop shop for procurement information.

Provided oversight of no-cost virtual contracting training curriculum for USDA employees to earn over 122,000 continuous learning points (CLPs) during the current continuous learning period to meet acquisition workforce certification requirements. Also provided approximately 70 training sessions on procurement systems topics for 3,500 attendees, issuing 10,960 CLPs.

Managed USDA Acquisition Workforce certification and related processes for more than 8,200 Contracting Officer's Representatives (CORs), over 780 contracting officials (69 with Digital Service specialization), 520 program managers (over 70 with IT specialization), Department-wide. OCP anticipates these numbers may be reduced by approximately 20-35 percent due to staff separations.

Implemented USDA's first Acquisition Program Management Office (APMO), providing requirements, development assistance, and facilitation of procurement requirements and innovations supporting Acquisition Program and Project Management across the Department.

Established an USDA-wide [Program and Project Management \(P/PM\) Community of Practice \(CoP\)](#) that serves as a complement to the Federal P/PM CoP. The CoP provides a wide variety of resources, discussion boards, coaching opportunities, training and templates to the program and project management community in USDA.

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 Disadvantaged, Historically Underutilized Business Zone (HUBZone), and Service-Disabled Veteran-Owned Small Businesses to participate in USDA contracting processes and to fully integrate small business into all aspects of USDA contracting and program activities. OSDBU also has the responsibility for the Department to implement and administer procurement programs by the AbilityOne Program, which provides employment through

Government contract opportunities for more than 45,000 Americans who are blind or severely disabled.

OSDBU continues to assist the agencies to meet and exceed the small business goals as negotiated with the Small Business Administration (SBA). The Small Business Act establishes a government-wide goal in which each federal agency must adhere to. USDA's goals assigned by the SBA are includes: SB-58 percent; SDB-5 percent; SDVOSB-5 percent and HUBZone-3 percent.

USDA has continued working to expand comprehensive strategies to help create jobs and wealth in rural America. The USDA strategic plan requires all mission areas to examine and explore procurement strategies that advance wealth creation among small farmers, ranchers and other rural businesses to meet the Secretary's goal. The Secretary's directive to integrate small business procurement goals into a major objective of the Department fosters an environment where the Sub-Cabinet, Agency Heads, and Contracting Officers collectively work to advance this objective.

Selected Examples of Recent Progress

OSDBU works 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 make recommendations for small business set-aside strategies and works closely to increase small business competition with large businesses currently contracting with USDA by increased subcontracting guidance.

In support of the OSDBU's mission, hosted and participated in numerous small business events throughout the country in-person and virtually. These events consist of all small businesses interested in working with USDA and the Federal government. This is to provide information and technical assistance as well as a true understanding of contracting with the Federal government. These events may include other Federal agencies, Chambers of Commerce, Trade Associations, Large Businesses and learning Institutions. OSDBU will continue to host one-on-one meetings and Small Business Events via in-person or virtual. 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, and HUBZone.

Rural small businesses are an integral part of local economies and communities. Many are unaware that businesses located in historically underused business zones (HUBZones) can gain special access to federal contracts. USDA will strengthen local economies by contracting with Rural Small businesses through increased use of the HUBZone program. This program can build upon commitment to help grow the rural economy and create good-paying jobs for people nationwide.

OSDBU hosts Rural Small Business Connection Events throughout the country. The Rural Small Business Connections (RSBC) is one of several agency efforts to maintain and create wealth in rural America. This initiative combines an aggressive outreach and technical assistance program to improve the competitiveness and participation rates of small businesses, small farmer-owned cooperatives, and producers in one of USDA's largest procurement sectors – food and commodities program contracting. This will facilitate successful competition for prime and subcontract awards, development of technical and business capabilities, and understanding of the complexities of working with the Federal government as well as state and commercial business sectors. The OSDBU, in cooperation with partner agencies, Chambers of Commerce, and the Procurement Technical Assistance Centers will host RSBC's throughout the year. The target audience will consist of small farmers, small farmer-cooperative members, and small rural businesses to provide information and technical assistance.

USDA in partnership with other federal agencies developed a Regional Outreach Training series to Grow America's Small Businesses. The series provides tools, resources, and the opportunity to engage in discussions intended to create economic progress in rural communities.

USDA ADVISORY COMMITTEES

Language in the General Provisions as part 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 2023 - 2026.

Table DA-11. USDA Advisory Committees with funding levels (in dollars)

Policy Area and Committee Title	2023 Allocation	2024 Allocation	2025 Allocation	2026 Allocation
Food, Nutrition, and Consumer Services:				
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	-
National Advisory Committee on Microbiological Criteria for Foods*	150,000	150,000	150,000	-
Research, Education, and Economics:				
Advisory Committee on Agriculture Statistics*	70,000	70,000	70,000	-
Marketing And Regulatory Programs:				
National Wildlife Services Advisory Committee*	50,000	50,000	50,000	-
National Poultry Improvement Plan	30,000	30,000	80,000	80,000
Advisory Committee on Universal Cotton Standards*	-	60,000	60,000	-
National Organic Standards Board	200,000	200,000	250,000	250,000
Fruit and Vegetable Industry Advisory Committee*	100,000	100,000	100,000	-
Grain Inspection Advisory Committee	75,000	75,000	125,000	125,000
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	-	-	-
Farm Production and Conservation:				
Agricultural Air Quality Task Force	170,000	170,000	170,000	170,000
Urban Agriculture and Innovative Production	100,000	175,000	175,000	175,000
Office of Tribal Relations:				
Tribal Advisory Committee	-	251,000	275,000	275,000
Office of Partnerships & Public Engagement:				
Advisory Committee on Minority Farmers	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	1,503,000	1,879,000	2,053,000	1,563,000
Advisory Committee Liaison Services	80,000	80,000	80,000	80,000
Contingencies/Reserve	1,317,000	941,000	767,000	1,257,000
Total, Advisory Committees' Limitation	\$2,900,000	2,900,000	2,900,000	2,900,000

*Termination of certain advisory committees per the Secretary Memorandum (SM) 1078-002, dated February 20, 2025, on the *Elimination of Federal Advisory Committees within the Department of Agriculture*; and the Secretary Memorandum (SM) 1078-007, dated April 21, 2025, on the *Restructuring of Federal Advisory Committees Within the Department of Agriculture*.

This page was intentionally left blank.

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 2024.

Food, Nutrition, and Consumer Services***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 allocated at \$80,000. The Council's expenses are unique to include the cost of lost wages and childcare for parent members. However, the Council is currently administratively inactive due to vacancies affecting the quorum of members. By law, the Council cannot conduct official business without a valid charter and a quorum of members. In 2024, the committee remains administratively inactive and cannot host any annual meetings. The agency does not intend to reestablish the committee for 2025.

Food Safety***National Advisory Committee on Meat and Poultry Inspection (NACMPI)***

The National Advisory Committee on Meat and Poultry Inspection (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 Federal Meat Inspection Act, Poultry Products Inspection Act, and the Egg Products Inspection Act.

The NACMPI Committee is composed of members from academia, industry, State and local government officials, public health organizations, consumers, and consumer organizations.

Accomplishment during 2024 include:

- Public Plenary Meeting was held September 16-17, 2024 to provide FSIS updates on 2023 NACMPI recommendations and issue new work charges to the Committee;
- FSIS provided updates to the 2023 recommendations "Outreach to prospective applicants for FSIS inspection" and "Assistance to businesses currently under FSIS inspection;"
- FSIS presented the new work charges "Updating Size Classifications for Official Establishments" and "Input on Ways Technology Could Enhance Inspection Activities;"
- Two open Subcommittee Group Meetings (Group 1 – Updating Size Classifications for Official Establishments, Group 2 – Input on Ways Technology Could Enhance Inspection Activities) were held for the new work charges on September 16 and 17, 2024;
- Public Plenary Meeting was held on September 17, 2024, to receive and consider adoption of the Subcommittee reports on the FSIS work charges "Updating Size Classifications for Official Establishments" and "Input on Ways Technology Could Enhance Inspection Activities;" and
- Subcommittee Reports on the FSIS work charges "Updating Size Classifications for Official Establishments" and "Input on Ways Technology Could Enhance Inspection Activities" were adopted.

National Advisory Committee on Microbiological Criteria for Foods (NACMCF)

The National Advisory Committee on Microbiological Criteria for Foods (NACMCF) is a discretionary advisory committee that was established in 1988, by the Secretary of Agriculture, and after consulting with the Secretary of Department of Health and Human Services. USDA, Food Safety and Inspection Service (FSIS), the Department of Health and Human Services, Food and Drug Administration (FDA) and the Centers for Disease Control and Prevention; the Department of Commerce, National Marine Fisheries Service; and the Department of Defense 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.

Accomplishments during 2024 include:

- A public plenary meeting was held November 14, 2023, to introduce new Committee members and issue two work charges. FSIS sponsored the Genomics charge and FDA sponsored the charge on *Cronobacter* spp. in powdered infant formula. The work on the *Cronobacter* charge began in 2023 with the previous committee and continued into 2024;
- Open subcommittee meetings were held to introduce the Committee to the work charges on November 14-16, 2023;
- Additional public plenaries were held on June 24, 2024 (virtual), and September 24, 2024 (in-person), to provide progress updates for the Genomics and *Cronobacter* charges;
- Open subcommittee meetings were held to continue progress on the Genomics and *Cronobacter* charges on September 24-26, 2024 (in-person);
- The NACMCF Secretariat created a one-pager that was used for outreach at the annual meeting of the International Association of Food Protection on July 14-17, 2024;
- The NACMCF Secretariat conducted an online virtual fair to provide information about NACMCF and to encourage nominations for future membership on September 9, 2024; and
- The charter was reestablished February 21, 2024.

Future Plans for 2025 include:

- Recruitment for new committee members and the appointment/reappointment process for the 2025-2027 term will take place in 2025.
- Public plenary and subcommittee meetings are planned for the spring of 2025 to receive updates and for the committee to complete the development of their recommendations on the FSIS Genomics and the FDA *Cronobacter* charges.
- A public plenary meeting is planned for August 2025, for the Committee to present the final recommendations and vote to adopt the final reports for the Genomics and *Cronobacter* charges.

NACMCF meeting minutes, transcripts and final reports can be viewed on the NACMCF website at <https://www.fsis.usda.gov/policy/advisory-committees/national-advisory-committee-microbiological-criteria-foods-nacmcf>

**Research, Education, and Economics
Advisory Committee on Agriculture Statistics**

The Advisory Committee on Agriculture Statistics was established under agency authority 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 22 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. The charter expired on September 22, 2023, and is currently awaiting re-establishment in early 2025. The committee did not meet during 2024, and the next committee meeting is anticipated in the summer or fall of 2025. 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

Marketing and Regulatory Programs

National Wildlife Services Advisory Committee (NWSAC)

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 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 people representing a broad spectrum of agricultural, environmental, conservation, academic, animal welfare, and related interests. The Committee members met in Washington, DC on October 4-5, 2023. During this meeting, the Committee put forth 19 recommendations for the Secretary.

Recommendations and more information on the NWSAC may be found at National Wildlife Services Advisory Committee | Animal and Plant Health Inspection Service 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 2024, the General Conference Committee met in Providence, RI, on August 27-30, 2024, in conjunction with the NPIP's Biennial Conference. Fifty-six proposals were considered, and forty of them passed.

Accomplishments of the NPIP-GCC for 2024 at the General Conference Committee Meeting:

- Approved and accepted the 2023 minutes as written;
- Offered presentations on Mycoplasma, Salmonella and Avian Influenza as well as other topics impacting the poultry industry, such as the re-emergence of avian metapneumovirus, the Biosecurity Compliance Audit Program Interim Rule, and the recent finding of Highly Pathogenic Avian Influenza in dairy cattle;
- Recommended approval for forty of the fifty-six proposed changes to be included in formal rulemaking. These proposals include changes for the compartmentalization program, changes to definitions, and the inclusion of virtual technology and equivalency testing for use within the Plan.
- The GCC has met all goals for the year 2024.

Accomplishments:

Twenty-four members were selected to serve on this Committee in January 2024; and The Committee met in June 2024 in Memphis, TN, at which time they considered two proposals pertaining to the Universal Cotton Standards: Proposal 1: to refresh the 1986 Original American Upland Cotton Standards; Proposal 2: to adopt the 2024 USDA HVI Color Lookup Table as a Universal Cotton Standard designated within the Universal Cotton Standards Agreement. Both proposals received unanimous favorable votes by the Committee. Currently the proposals are being reviewed for consideration by the Secretary of Agriculture.

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 Committee 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 July 2024 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 review each substance on the National List every 5 years (called sunset review), 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 2024 the NOP published a call for nominations to fill five (5) vacancies beginning in January 2025. Applications are currently under review.

The NOSB met twice in 2024: in October 2023 and April 2024. Both meetings were held as hybrid meetings (in person and livestreamed). 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 the public meetings, the NOSB received and analyzed a total of approximately 6,934 written comments and listened to oral testimony from

209 stakeholders. During the public meetings, the NOSB heard updates from the National Organic Program (NOP) about its activities and hosted several guest speakers who provided updates on the Transition to Organic Partnership Program (TOPP), the USDA's Risk Management Agencies Crop Insurance Program, and an expert panel on Compost. The NOSB also discussed its large number of agenda items and voted on recommendations to the Secretary of Agriculture. In 2024 the NOSB made a total of nine (9) formal recommendations to the Secretary of Agriculture, via the National Organic Program. The recommendations are posted on the AMS/NOP/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. The Committee comprises 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.

In 2024, the Committee held a total of two public meetings (November 2-3, 2023, and March 4-5, 2024) and seven Subcommittee meetings. The USDA Agricultural Marketing Service established two charges (issues) for the advisory members to evaluate in hopes of USDA receiving industry feedback on modernizing specialty crops Market News data processes and report and feedback on the use of advanced technology for remote inspection and grading services. Six recommendations pertaining to these charges are under agency review. The Committee also continued to develop recommendations regarding food safety and labor issues to be finalized in the coming fiscal year.

The Committee charter was reestablished on May 21, 2024. The Secretary appointed representatives to the Committee on October 28, 2022. The industry representatives will serve a two-year term, ending on October 28, 2024. Nominations for the upcoming term were due by September 3, 2024, and now under review. The full Committee sessions, meeting minutes and documents may be found at: <https://www.ams.usda.gov/about-ams/facas-advisory-councils/fviac>

Grain Inspection Advisory Committee (GIAC)

The Grain Inspection Advisory Committee (GIAC) is created under the U.S. Grain Standards Act (USGSA) to provide recommendations on official inspection and weighing services to the Secretary of Agriculture. The GIAC consists of 15 members that serve a 3-year term and represents a wide range of segments throughout the grain industry. They include grain producers, processors, merchandisers, handlers, exporters, consumers, grain inspection agencies, and academics. The GIAC convenes twice a year, and the meetings are open to the public.

On May 15-16, 2024, a hybrid meeting was held at the National Grain Center in Kansas City, Missouri. The GIAC passed five (5) recommendations for consideration. The recommendations included: membership quorum, term limits for members, cyber security, protein certification, and technology.

Trade and 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 Agricultural Policy Advisory Committee for Trade (APAC) and six Agricultural Technical Advisory Committees for Trade (ATAC): (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, Peanuts, and Hemp. 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 the private sector regarding international agricultural trade matters. The APAC and ATACs members are essential to advancing the Administration's trade agenda to liberalize agricultural trade, expand access to U.S. food and agricultural products in overseas markets, and reduce unfair competition. Members serve at the discretion of the Secretary of Agriculture and USTR. All Committee members have demonstrated leadership qualities, commodity expertise, and knowledge of the effects that various trade barriers, or the absence of trade barriers, have on the commodities they represent. All members are recognized leaders in their field and can represent those interests fairly.

In 2024, a plenary meeting was held with the agricultural trade advisors to highlight the Administration's agricultural trade priorities and take industry questions. Principals stressed the importance of a worker-centered trade policy and collaboration between USDA and USTR. Efforts were discussed on trade with Japan, Taiwan, Kenya, and the E.U., the Indo-Pacific Economic Framework (IPEF) negotiations, and the United States-Mexico Canada Agreement (USMCA).

The 2024 recruitment process started with Foreign Agricultural Service (FAS) initiating diverse outreach activities by sending announcements to underrepresented groups to ensure various groups were aware of the opportunity to apply for membership on the APAC/ATACs. The 2024 intake resulted in 55 APAC/ATAC members being appointed, with 32 newly appointed and 23 reappointed. After the intake, Committee membership increased from 190 to 209 members. In September 2024, FAS held an introductory webinar for new members.

Farm Production and Conservation

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

The USDA 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 regarding 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 Task Force. The Task Force 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 Task Force charter was renewed on February 2, 2023. Previous membership terms expired in January 2023. USDA conducted a membership solicitation, and a recommended membership slate is currently awaiting review and approval by the Secretary. No meetings were held in 2024 and subsequently, no accomplishments were made. As such, no funds were spent on the committee other than minimal salary costs required to complete administrative actions in 2024. It is anticipated that selection of the membership will occur in 2025, with 2-3 meetings held in 2025.

2024 Accomplishments:

In 2024, NRCS solicited for nominations in anticipation of four vacancies in January 2025. More than 50 applications were received from highly qualified individuals, including 2 applications from current members requesting to be reappointed by the Secretary after serving a three-year term. Public

meetings took place virtually in November 2023, January 2024, April 2024, and July 2024, totally over 5,000 registered public attendees and stakeholders representing the urban agriculture and innovative production community nationwide. The meetings also accumulated an additional 10+ recommendations that are expected to be included in the second final report that will be submitted to the Secretary and multiple congressional committees.

2025 Plans:

In 2025, NRCS plans to hold no fewer than three public meetings including one in-person meeting that is scheduled for October 2024 at the USDA Urban Service Center in Dallas, TX. This will give the Committee firsthand experience and an opportunity to witness services and operations and meet with the elected members of the pilot urban county committee. Ultimately the Committee will be able to form proposed recommendations for all Urban Service Center's to enhance service needs and extend ways USDA can help urban and innovative production practices and operations. In addition, NRCS is expected to receive approval for the charter renewal to extend the active status of the Committee for an additional two-years through January 2027. NRCS also plans to onboard new members in January 2025 once final selections are made by the Secretary.

**Office of Tribal Relations
Tribal Advisory Committee**

The Tribal Advisory Committee (TAC) is pursuant to Section 12303 of the Agriculture Improvement Act of 2018 (7 U.S.C. 6921(b) and will be managed in accordance with the provisions of the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C. 10. The objective and scope of the TAC is to provide advice and guidance to the Secretary on matters relating to Tribal and Indian affairs. The Committee facilitates but does not supplant government-to-government consultation between the Department of Agriculture and Indian tribes.

The Secretary of Agriculture announced joint appointments by the Chairs and Ranking Members of the following Congressional Committees on December 6, 2023: Senate Committee on Indian Affairs; House Committee on Agriculture; and Senate Agriculture, Nutrition, and Forestry Committee. While the Tribal Advisory Committee is statutorily required to convene twice each year, the Committee convened three times in 2024. During the September Committee meeting, the Committee deliberated on and approved 12 recommendations, including a blend of recommendations requiring legislative amendment and interests within USDA's discretionary authority. The TAC expenditure for 2024 amounts to \$92,241. This accounting includes the statutory requirements that members be compensated at the level IV executive schedule rate for time worked on the Committee and that both the USDA Tribal Relations and the Assistant Secretary for Indian Affairs or their respective delegates participate in each meeting.

Table DA-12. Authority and Composition of USDA Advisory Committees

Committee Title	Agency	Authority Statutory (S) or Discretionary (D)	Committee Membership
Food, Nutrition and Consumer Services:			
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	0
National Advisory Committee on Microbiological Criteria for Foods	FSIS	(D) Discretionary under FACA	30
Research, Education, And Economics:			
Advisory Committee on Agriculture Statistics	NASS	Departmental Regulation 1042-130	22
Marketing And Regulatory Programs:			
National Wildlife Services Advisory Committee	APHIS	(D) Discretionary under FACA	20
Gen. Conf. Committee of the National Poultry Improvement Plan	APHIS	(D) Discretionary under FACA	7
Advisory Committee on Universal Cotton Standards	AMS	(D) 5 U.S.C. 10; 7 U.S.C. 51 et seq	24
National Organic Standards Board	AMS	(S) 7 U.S.C. 6518	15
Fruit and Vegetable Industry Advisory Committee	AMS	(D) Discretionary under FACA	25
Grain Inspection Advisory Committee	AMS	(S) P. L. 103-156 7 U.S.C. 87i	15
Trade And Foreign Agricultural Affairs:			
Agricultural Policy Advisory Committee for Trade	FAS	(S) P.L. 93-618	36
Agricultural Technical Advisory Committees for Trade	FAS	(D) P.L.93-618/ Dept Reg 1042-68	122
Farm Production and Conservation:			
Agricultural Air Quality Task Force	NRCS	(S) 7 U.S.C. 5405	Unlimited
Urban Agriculture and Innovative Production	NRCS	(S) 7 U.S.C. § 6923(b)(1)	12
Office Of Tribal Relations:			
Tribal Advisory Committee	OTR	(S) 7 U.S.C. 6921(b)	11
Departmental Management:			
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
Hispanic Association of Colleges and Universities Leadership Group	OPPE	(D) Memor of Agmt dated 10/96	8

AGENCY-WIDE PERFORMANCE

Introduction – Departmental Administration

Departmental Administration (DA) was established to ensure 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 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.

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

Alignment to USDA Strategic Plan

DA activities contribute to the success of USDA's overall mission to provide leadership on food, agriculture, natural resources, rural development, nutrition, and related issues using sound public policy, the best available science, and effective management, to the benefit of all Americans. USDA is currently developing the 2026-2030 Strategic Plan and will report alignment in the 2027 Explanatory Notes.

SUMMARY OF PERFORMANCE

USDA is currently developing the 2026-2030 Strategic Plan, including new KPIs. A more detailed report of the performance plan can be found at <https://www.usda.gov/our-agency/about-usda/performance>.