

2023 USDA EXPLANATORY NOTES – FARM PRODUCTION AND CONSERVATION BUSINESS CENTER

Table of Contents

Agency-Wide.....	2
Purpose Statement.....	2
OIG and GAO Reports	3
Available Funds and FTEs.....	4
Permanent Positions by Grade and FTEs.....	5
Vehicle Fleet.....	6
Shared Funding Projects	8
Account 1: Salaries and Expenses	9
Appropriations Language.....	9
Lead-Off Tabular Statement	9
Project Statement	10
Justifications	12
Geographic Breakdown of Obligations and FTE.....	13
Classification by Objects	14
Advertising Expenditures.....	15
Status of Programs	16

AGENCY-WIDE

PURPOSE STATEMENT

The Farm Production and Conservation Business Center (FPAC-BC) is a centralized operations office within the Farm Production and Conservation (FPAC) Mission Area and is headed by the Chief Operating Officer (COO). The FPAC-BC is responsible for financial management, budgeting, human resources, information technology, acquisitions/procurement, customer experience, internal controls, risk management, strategic and annual planning, and other similar activities for the FPAC Mission Area and its component agencies, including the Farm Service Agency (FSA), the Natural Resources Conservation Service (NRCS), the Risk Management Agency (RMA), and itself. The FPAC-BC ensures that systems, policies, procedures, and practices are developed to provide a consistent enterprise-wide view that encompasses FSA, NRCS, RMA, and the FPAC-BC to deliver programs effectively and efficiently to FPAC customers. The COO has the responsibility to ensure that FPAC mission support services are provided efficiently, effectively, and professionally, and with a commitment to excellent customer service for FPAC and its customers, including farmers, ranchers, and forest landowners. The FPAC Mission Area was established in June 2017, and the FPAC-BC was stood-up in October 2018.

As of September 30, 2021, FPAC-BC had 1,561 full-time permanent employees located throughout the country. Outside of the Washington, D.C. metropolitan area, FPAC-BC has regional offices located in Kansas City, Missouri, Raleigh, North Carolina, Fort Worth, Texas, and Fort Collins, Colorado.

OIG AND GAO REPORTS

Table FPAC-BC-1. Completed OIG Reports

ID	Date	Title
OIG did not issue any reports for FPAC Business Center during FY 2021.		

Table FPAC-BC-2. In-Progress OIG Reports

ID	Title
OIG does not have any in-progress reports for FPAC	

Table FPAC-BC-3. Completed GAO Reports

ID	Date	Title	Result
GAO-21-512	09/23/2021	IT Modernization: USDA Needs to Improve Oversight of Farm Production and Conservation Mission Area	The Department’s statement of action submission to GAO is being prepared.

Table FPAC-BC-4. In-Progress GAO Reports

ID	Title
GAO does not have any in-progress reports for FPAC Business Center	

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

Item	2020 Actual	FTE	2021 Actual	FTE	2022 Estimated	FTE	2023 Estimated	FTE
Salaries and Expenses:								
Discretionary Appropriations.....	\$214,346	1,316	\$231,732	1,561	\$231,732	1,606	\$261,783	1,760
Mandatory Appropriations.....	60,228	-	60,228	-	60,228	-	60,228	-
Supplemental Appropriations	-	-	-	-	-	-	-	-
Offsetting Collections	-	-	-	-	-	-	-	-
Total Discretionary Appropriations	214,346	1,316	231,732	1,561	231,732	1,606	261,783	1,760
Total Mandatory Appropriations	60,228	-	60,228	-	60,228	-	60,228	-
Total Supplemental Appropriations	-	-	-	-	-	-	-	-
Total Offsetting Collections.....	-	-	-	-	-	-	-	-
Total Adjusted Appropriation	274,574	1,316	291,960	1,561	291,960	1,606	322,011	1,760
Balance Available, SOY	170	-	170	-	170	-	-	-
Recoveries, Other	-	-	-	-	-	-	-	-
Total Available	274,744	1,316	292,130	1,561	292,130	1,606	322,011	1,760
Lapsing Balances	-13,530	-	-6,036	-	-	-	-	-
Rescinded Balances	-	-	-	-	-	-	-	-
Balance Available, EOY	-170	-	-	-	-	-	-	-
Total Obligations	261,044	1,316	286,094	1,561	292,130	1,606	322,011	1,760
Total Obligations, FPAC-BC.....	261,044	1,316	286,094	1,561	292,130	1,606	322,011	1,760
Other USDA:								
FPAC Regional Coord. Agreement	1,515	-	-	-	-	-	-	-
FPAC-BC SLA w/FSA	2,756	-	-	-	-	-	-	-
Detail Position Civil Rights	9	-	-	-	-	-	-	-
Total, Other USDA	4,280	-	-	-	-	-	-	-
Total, Agriculture Available	279,024	1,316	292,130	1,561	292,130	1,606	322,011	1,760
Total Available, FPAC-BC	279,024	1,316	292,130	1,561	292,130	1,606	322,011	1,760

PERMANENT POSITIONS BY GRADE AND FTES**Table FPAC-BC-6. Permanent Positions by Grade and FTES**

Item	2020			2021			2022			2023		
	D.C.	Field	Actual Total	D.C.	Field	Actual Total	D.C.	Field	Estimated Total	D.C.	Field	Estimated Total
SES.....	16	1	17	20	2	22	17	1	18	18	2	20
SL.....	-	-	-	-	-	-	1	1	2	1	1	2
GS-15.....	61	24	85	61	33	94	63	25	88	67	30	97
GS-14.....	130	108	238	120	107	227	132	111	243	144	124	268
GS-13.....	162	330	492	170	375	545	164	347	511	189	374	563
GS-12.....	89	273	362	101	315	416	98	282	380	116	302	418
GS-11.....	35	68	103	31	113	144	32	82	114	38	88	126
GS-9.....	26	76	102	24	63	87	29	75	104	34	81	115
GS-8.....	9	12	21	8	19	27	7	10	17	8	11	19
GS-7.....	12	32	44	10	29	39	10	36	46	12	38	50
GS-6.....	3	5	8	5	9	14	3	8	11	4	9	13
GS-5.....	1	8	9	2	4	6	1	9	10	1	10	11
Other Graded.....	4	-	4	-	-	-	2	1	3	2	1	3
Total Permanent ...	548	937	1,485	552	1,069	1,621	559	988	1,547	634	1,071	1,705
Unfilled, EOY	163	273	436	-	-	-	85	291	376	-	-	-
Total Perm. FT EOY	385	1,210	1,921	552	1,069	1,621	644	1,279	1,923	634	1,071	1,705
FTE	487	829	1,316	531	1,030	1,561	645	961	1,606	707	1,053	1,760

VEHICLE FLEET

Motor Vehicle Fleet

Farm Production and Conservations (FPAC)-Business Center (BC) uses vehicles to deliver mission critical services. Vehicles are used to transport mail, aerial photography film, and students for conservation training events. FPAC-BC requires operation and maintenance logs for all its vehicles. Periodic reviews ensure optimal use of each vehicle in the fleet.

Replacement Criteria

FPAC-BC retires or replaces vehicles based upon age, utilization, operating costs, and maintenance costs. FPAC- BC always replaces vehicles with a more efficient and cost-effective model.

Reductions to Fleet

FPAC-BC does not plan to reduce the vehicle fleet in 2023. This is made possible by following utilization standards and Vehicle Allocation Methodology (VAM) requirements.

Table FPAC-BC-7. Size, Composition, and Annual Costs of Motor Vehicle Fleet

Note: Number of vehicles by type include vehicles owned by the agency and leased from commercial sources or General Services Administration. Annual Operating Costs excludes acquisition costs and gains from sale of vehicles as shown in the Federal Automotive Statistical Tool (FAST).

	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	0	0	0	0	0	0	0	0	0	\$0
2020 End of Year Operating Inventory	3	0	0	8	6	0	0	1	18	\$98,320
2021 Planned Acquisitions	1	8	3	0	9	0	0	2	23	
2021 Planned Disposals	2	1	2	8	6	0	0	1	20	
2021 End of Year Operating Inventory	2	7	1	0	9	0	0	2	21	\$73,437
2022 Planned Acquisitions	0	0	0	0	0	0	0	0	0	
2022 Planned Disposals	2	4	1	0	8	0	0	1	16	
2022 End of Year Operating Inventory	0	3	0	0	1	0	0	1	5	\$22,940
2023 Planned Acquisitions	0	2	0	0	0	0	0	0	2	
2023 Planned Disposals	0	2	0	0	0	0	0	0	2	
2023 End of Year Operating Inventory	0	3	0	0	1	0	0	1	5	\$25,234

Statement of Proposed Purchase of Passenger Motor Vehicles

Fiscal Year	Net Active Fleet, SOY	Disposals	Replacements	Additions	Total Acquisitions	Net Active Fleet, EOY
2020	3	1	0	0	0	2
2021	2	2	0	0	0	0
2022	0	0	0	0	0	0
2023	0	0	0	0	0	0

***FPAC-BC does not have any motor vehicles purchases planned for 2023**

SHARED FUNDING PROJECTS

Table FPAC-BC-8. Shared Funding Projects (dollars in thousands)

Item	2020 Actual	2021 Actual	2022 Estimated	2023 Estimated
Working Capital Fund:				
Administrative Services:				
Material Management Service.....	-	-	\$147	\$145
Mail and Reproduction Services.....	-	\$5	139	140
Integrated Procurement Systems	-	33	56	55
Procurement Operations Services.....	-	1,427	2,293	2,640
Human Resources Enterprise Management Systems.....	\$12	17	27	28
Subtotal	12	1,482	2,662	3,008
Communications:				
Creative Media & Broadcast Center.....	-	10	240	271
Finance and Management:				
National Finance Center.....	351	414	389	390
Financial Management Systems	1	0	0	0
Internal Control Support Services	-	33	38	40
Financial Shared Services.....	-	607	559	582
Subtotal	352	1,054	986	1,012
Information Technology:				
Client Experience Center.....	13,235	11,519	16,353	17,289
Department Administration Information Technology Office	2	26	105	105
Digital Infrastructure Services Center	-	459	206	162
Enterprise Network Services	-	216	207	210
Subtotal	13,237	12,220	16,871	17,766
Office of the Executive Secretariat.....	-	1	1	1
Total, Working Capital Fund.....	13,601	14,767	20,760	22,058
Department-Wide Shared Cost Programs:				
Agency Partnership Outreach.....	147	126	118	118
Human Resources Self-Service Dashboard	12	-	-	-
Medical Services	4	111	124	124
Office of Customer Experience	110	177	140	140
Personnel and Document Security Program	6	37	32	32
Physical Security	112	78	68	69
Security Detail.....	89	84	73	73
Security Operations Program.....	112	118	98	98
TARGET Center	22	22	21	21
TARGET Center NCR Interpreting Services	-	3	52	65
USDA Enterprise Data Analytics Services.....	156	99	71	71
Total, Department-Wide Reimbursable Programs.....	770	855	797	811
E-Gov:				
Budget Formulation and Execution Line of Business	1,582	1,920	1,480	1,480
Financial Management Line of Business.....	6,422	0	1,072	1,072
Grants.gov	-	-	90	105
Human Resources Line of Business	5,716	5,588	4,585	4,585
Integrated Acquisition Environment.....	-	-	14,655	14,655
Hiring Assessment Tool	0	0	3,632	3,632
Total, E-Gov.....	13,720	7,508	25,514	25,529
Agency Total.....	28,091	23,130	47,071	48,398

ACCOUNT 1: SALARIES AND EXPENSES

APPROPRIATIONS LANGUAGE

For necessary expenses of the Farm Production and Conservation Business Center, [~~\$238,177,000~~]\$261,783,000: *Provided*, That \$60,228,000 of amounts appropriated for the current fiscal year pursuant to section 1241(a) of the Farm Security and Rural Investment Act of 1985 (16 U.S.C. 3841(a)) shall be transferred to and merged with this account.

LEAD-OFF TABULAR STATEMENT

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

Item	Amount
Estimate, 2022	\$231,732,000
Change in Appropriation	+30,051,000
Budget Estimate, 2023	<u>261,783,000</u>

PROJECT STATEMENT

Table FPAC-BC-10. Project Statement Appropriations (thousands of dollars, FTE)

Item	2020 Actual	FTE	2021 Actual	FTE	2022 Estimated	FTE	2023 Estimated	FTE	Inc. or Dec.	FTE Inc. or Dec.	Chg Key
Discretionary Appropriations:											
Salaries and Expenses	\$203,877	1,316	\$231,302	1,561	\$231,302	1,602	\$261,783	1,760	+\$30,481	+158	(1)
NRCS Geo Employees	1,067	-	-	-	-	-	-	-	-	-	-
ACIF Transfer In	16,081	-	-	-	-	-	-	-	-	-	-
CCC/P.L. 480 Transfer In	-	-	430	-	430	4	-	-	-430	-4	(1)
Uncollected Payments	1,954	-	-	-	-	-	-	-	-	-	-
Congressional Relations	300	-	-	-	-	-	-	-	-	-	-
Incidental Rent Transfer	-8,933	-	-	-	-	-	-	-	-	-	-
Subtotal	214,346	1,316	231,732	1,561	231,732	1,606	261,783	1,760	+30,051	+154	
Mandatory Appropriations:											
NRCS Transfer	60,228	-	60,228	-	60,228	-	60,228	-	-	-	-
Subtotal	60,228	-	60,228	-	60,228	-	60,228	-	-	-	-
Total Adjusted Approp.	274,574	1,316	291,960	1,561	291,960	1,606	322,011	1,760	+30,051	+154	
Add back:											
Rescission, Transfers In & Out	-70,697	-	-60,658	-	-60,658	-	-60,228	-	+430	-	
Total Appropriation	203,877	1,316	231,302	1,561	231,302	1,606	261,783	1,760	+30,481	+154	
Transfers In:											
NRCS, ACEP	8,307	-	8,307	-	8,307	-	8,307	-	-	-	-
NRCS, CSP	21,184	-	21,184	-	21,184	-	21,184	-	-	-	-
NRCS, EQUIP	30,737	-	30,737	-	30,737	-	30,737	-	-	-	-
NRCS, Geo Employees	1,067	-	-	-	-	-	-	-	-	-	-
FSA/ACIF Transfer	16,081	-	-	-	-	-	-	-	-	-	-
CCC/P.L. 480 Transfer In	-	-	430	-	430	-	-	-	-430	-	-
Uncollected Payments	1,954	-	-	-	-	-	-	-	-	-	-
Congressional Relations	300	-	-	-	-	-	-	-	-	-	-
Total Transfers In	79,630	-	60,658	-	60,658	-	60,228	-	-430	-	
Transfers Out:											
Incidental Rent Transfer	-8,933	-	-	-	-	-	-	-	-	-	-
Total Transfers Out	-8,933	-	-	-	-	-	-	-	-	-	-
Bal. Available, SOY	170	-	170	-	170	-	-	-	-170	-	-
Total Available	274,744	1,316	292,130	1,561	292,130	1,606	322,011	1,760	+29,881	+154	
Lapsing Balances	-13,530	-	-6,036	-	-	-	-	-	-	-	-
Bal. Available, EOY	-170	-	-	-	-	-	-	-	-	-	-
Total Obligations	261,044	1,316	286,094	1,561	292,130	1,606	322,011	1,760	+29,881	+154	

NOTE: The FY21 discrepancy between PS and MAX is due to \$10M in Reimbursables.

Table FBC-BC-11. Project Statement Obligations (thousands of dollars, FTE)

Item	2020 Actual	FTE	2021 Actual	FTE	2022 Estimated	FTE	2023 Estimated	FTE	Inc. or Dec.	FTE Inc. or Dec.
Discretionary Obligations:										
Salaries and Expenses	\$184,735	1,316	\$286,094	1,561	\$231,472	1,602	\$261,783	1,760	+\$30,311	+158
FSA/ ACIF Transfer.....	16,081	-	-	-	430	4	-	-	-430	-4
Subtotal Disc Oblig.....	200,816	1,316	286,094	1,561	231,902	1,606	261,783	1,760	+29,881	+154
Mandatory Obligations:										
NRCS.....	60,228	-	-	-	60,228	-	60,228	-	-	-
Subtotal Mand Oblig.....	60,228	-	-	-	60,228	-	60,228	-	-	-
Total Obligations.....	261,044	1,316	286,094	1,561	292,130	1,606	322,011	1,760	+29,881	+154
Add back:										
Lapsing Balances.....	13,530	-	6,036	-	-	-	-	-	-	-
Total Bal. Available, EOY..	170	-	-	-	-	-	-	-	-	-
Total Available.....	274,744	1,316	292,130	1,561	292,130	1,606	322,011	1,760	+29,881	+154
Less:										
Total Transfers In	-79,630	-	-60,658	-	-60,658	-	-60,228	-	+430	-
Total Transfers Out	8,933	-	-	-	-	-	-	-	-	-
Bal. Available, SOY.....	-170	-	-170	-	-170	-	-	-	+170	-
Total Appropriation.....	203,877	1,316	231,302	1,561	231,302	1,606	261,783	1,760	+30,481	+154

NOTE: The FY21 discrepancy between PS and MAX is due to \$10M in Reimbursables.

JUSTIFICATIONS

A net increase of \$30,051,000 in the Farm Production and Conservation Business Center's salaries and expenses account to support critical mission delivery support services.

1. The funding change is requested for the following item:

- A. An increase of \$5,463,000, which includes \$3,719,000 for pay inflation and \$1,744,000 for FERS for 2022 Pay and FERS.
This increase supports the pay increase which went into effect January 1, 2022, of a 2.7 percent Cost of Living pay increases for civilian employees, and a 1.1 percent increase to cover the expenses for the mandated increase of USDA's contribution to FERS.
- B. An increase of \$982,000 for FPAC- BC recruitment.
The funds will support strategic recruitment efforts and collaborative events with universities, with a special emphasis on historically socially disadvantaged populations. To increase their focus on agricultural related disciplines, as well as support for Business Center operations. This focus will allow FPAC-BC to diversify its workforce and provide services to its customer agencies and missions related to farm programs and conservation. Specific focus will be given to the Pathways and 1890 Scholar Programs where investment numbers typically yield an 80percent or better retention rate.
- C. An increase of \$430,000 previously transferred from PL 480 and CCC Export Loan Programs.
This increase in the direct appropriation eliminates the transfer from PL 480 and CCC Export Loan Programs.
- D. A decrease of \$430,000 in transfers from PL 480 and CCC Export Loans Programs.
There is a decrease in the amount transferred. The funds will be moved to the direct appropriation.
- E. An increase of \$9,507,000 for 2023 Pay.
This increase will support the annualization of the 2022 2.7 percent Cost of Living pay increase and the 2023 4.6 percent Cost of Living pay increase. The funding increase will support 1,677 FTEs and will ensure resources are available for FPAC-BC to perform its responsibilities and support program delivery. Without the pay cost increase, FPAC-BC would be unable to adequately manage and oversee FPAC program and operations. Since approximately 75percent of FPAC's budget support personnel compensation and benefits, lack of funding will result in a reduced workforce and increased staff attrition.
- F. An increase of \$1,835,000 for other inflationary costs.
This increase will cover anticipated increases for mandatory operational expenses for GSA rental payments (\$221,000), non-GSA rental payments (\$305,000), WCF and departmental management (\$1,295,000), shared cost programs (\$14,000). Without this increase FPAC-BC will have difficulty achieving staffing levels approved in the President's Budget and will negatively affect the assurance of available resources to perform its responsibilities and support program delivery.
- G. An increase of \$12,264,000 for an additional 83 FTEs.
Expanded program delivery in servicing agencies, such as IJJA, Climate Smart Agriculture activity, and ARPA, will cause an impact on the level of services needed to provide administrative support to implement the mission critical work. This includes an increased demand on key areas such as Information Solutions, Human Resources, Grants and Agreements, Budget, and Financial Management. The funding would be utilized to increase staffing levels in the key functional areas identified. To the extent other FPAC agencies are provided funding to onboard additional staff, the Business Center experiences a direct increase in workload to hire, onboard, provide equipment and services, etc. Likewise, additional program requirements and funding provided to FPAC mission area agencies require additional resources for the successful program delivery.

GEOGRAPHIC BREAKDOWN OF OBLIGATIONS AND FTE***Table FPAC-BC-12. Geographic Breakdown of Obligations and FTE (thousands of dollars, FTE)***

State/Territory/Country	2020 Actual	FTE	2021 Actual	FTE	2022 Estimated	FTE	2023 Estimated	FTE
District of Columbia.....	\$184,735	1,316	\$286,094	1,561	\$231,472	1,602	\$261,783	1,760
Obligations.....	184,735	1,316	286,094	1,561	231,472	1,602	261,783	1,760
Lapsing Balances	13,530	-	6,036	-	-	-	-	-
Bal. Available, EOY	170	-	170	-	-	-	-	-
Total, Available	198,435	1,316	292,300	1,561	231,472	1,602	261,783	1,760

CLASSIFICATION BY OBJECTS

Table FPAC-BC-13 Classification by Objects (thousands of dollars)

Item No.	Item	2020 Actual	2021 Actual	2022 Estimated	2023 Estimated
Personnel Compensation:					
	Washington D.C	\$52,022	\$67,468	\$69,464	\$76,569
	Personnel Compensation, Field	95,738	105,527	108,648	119,761
11	Total personnel compensation	147,760	172,995	178,112	196,330
12	Personal benefits	50,509	57,666	58,167	64,117
	Total, personnel comp., and benefits	198,269	230,661	236,279	260,447
Other Objects:					
21.0	Travel and transportation of persons	938	24	245	270
22.0	Transportation of things.....	-	17	39	43
23.1	Rental payments to GSA	2,219	7,203	2,167	2,388
23.2	Rental payments to others.....	-	-	2,978	3,283
23.3	Communications, utilities, and misc. charges	66	80	16	18
24.0	Printing and reproduction	37	8	-	-
25.1	Advisory and assistance services.....	16,454	42,779	49,916	55,022
25.2	Other services from non-Federal sources	40,326	2,038	-	-
26.0	Supplies and materials	258	206	425	468
31.0	Equipment.....	2,477	3,078	65	72
	Total, Other Objects.....	62,775	55,433	55,851	61,564
99.9	Total, new obligations	261,044	286,094	292,130	322,011
	DHS Building Security Payments (included in 25.3).....	\$420	\$1,500	\$1,500	\$1,500
Information Technology Investments:					
Major Investment 1					
FBC-1001 Cust Engagement & Management Services					
11	Internal Labor	723	1,180	1,215	1,246
	Total Major Investment 1	723	1,180	1,215	1,246
FSA-097 Farm Program Modernization (MIDAS)					
11	Internal Labor	-	147	152	156
	Total Major Investment 2	-	147	152	156
FSA-125 Farm Programs					
11	Internal Labor	6,652	4,425	4,557	4,673
	Total Major Investment 3	6,652	4,425	4,557	4,673
FSA-126 Farm Loan Programs					
11	Internal Labor	3,615	3,392	3,494	3,583
	Total Major Investment 4	3,615	3,392	3,494	3,583
FSA-127 Geospatial Services					
11	Internal Labor	8,676	11,947	12,303	12,617
	Total Major Investment 5	8,676	11,947	12,303	12,617
FSA-129 Geospatial Services					
11	Internal Labor	3,615	3,835	3,949	4,050
	Total Major Investment 6	3,615	3,835	3,949	4,050
NRCS-CDSI Conservation Delivery Streamline Initiative					
11	Internal Labor	289	147	152	156
	Total Major Investment 7	289	147	152	156
RMA-13 Emerging Information Technology Architecture (EITA)					
11	Internal Labor	145	1,180	1,215	1,246
	Total Major Investment 8	145	1,180	1,215	1,246
	Mission Area Major Investment Totals	23,715	26,253	27,037	27,727
	Mission Area Non-Major Investment Totals.....	10,813	19,375	9,951	9,865
	Mission Area Standard Investment Totals	37,265	32,963	36,239	36,763
25.3	Mission Area WCF Transfers.....	16,355	17,197	22,031	23,408
	Total IT Investments	88,148	95,788	95,258	97,763
Position Data:					
	Average Salary (dollars), ES Position	\$173,738	\$176,344	\$176,344	\$186,040
	Average Salary (dollars), GS Position.....	\$103,969	\$103,997	\$103,997	\$109,715
	Average Grade, GS Position.....	12.7	12.7	12.7	12.8

ADVERTISING EXPENDITURES

There are no contracts for advertising expenses to report.

STATUS OF PROGRAMS

The FPAC Business Center (FPAC- BC), established on October 14, 2018, centralized the mission support activities from three producer-focused agencies – the Farm Service Agency (FSA), Natural Resources Conservation Service (NRCS), and Risk Management Agency (RMA). The FPAC-BC’s mission is to enable FPAC mission delivery through efficient critical services, integrated business solutions, and informed decision making.

The FPAC-BC is a strategic partner to the agencies and provides a wide range of services across 15 functional areas including budget, customer experience, financial management, acquisitions, leasing, fleet management, human resources, information technology, external affairs, strategy and risk management, and other services.

In FY 2021, the FPAC-BC had many notable accomplishments:

Assistance for America’s Farmers and Ranchers:

- Supported nearly \$65.5 billion in payments to America’s farmers and ranchers to support production agriculture and conservation efforts.
- Supported implementation of several Pandemic-related programs (Pandemic Assistance for Timber Harvesters and Haulers, Pandemic Livestock Indemnity Program, Coronavirus Food Assistance Program (CFAP) 2 Policy Changes for Sales Commodities and Contract Growers. Together, these programs distributed over \$19.9B to producers.

Financial Management:

- Achieved unmodified opinions on the annual financial statement audits for the Commodity Credit Corporation (CCC), Federal Crop Insurance Corporation /Risk Management Agency (FCIC/RMA), and NRCS. This is the fourth consecutive year of receiving an unmodified opinion for CCC. NRCS received an unmodified opinion for the third consecutive year and FCIC/RMA received a clean audit opinion for the 26th consecutive year.

Human Capital Management:

- Filled 13,151 positions from October 2018 through FY 2021 including 7,132 external hires (employees outside of FPAC) across FSA, NRCS, RMA, and the Business Center. Of the 7,132 external hires since FY 2019, 745 selections have been veterans. The FPAC agencies are currently staffed with 22,231 of 23,405 potential positions on board. Since the Business Center’s inception, FPAC staffing has grown from 88percent staffed in 2018 to 95percent in 2021. Within the last year, FPAC Agencies have grown staffing by over 910 individuals. Additionally, FPAC decreased the onboarding time for new hires from an average of 192 days in FY 2019 to 108 days in FY 2021 - a 44percent decrease in processing time.

Information Technology

- Created the first ever Geospatial Services Catalog on schedule, which captures the cartographic and Geo-Science products and services offered and the information technology components used to support them.
- Made significant strides in FPAC’s Cloud migration efforts. Approximately 50 servers are now hosted in the commercial cloud environment supporting 11 systems.

Customer Experience

- Launched the first internal Innovation Lab (iLab) focused on developing new customer experience solutions through a well-defined process for project intake, development, and release. The iLab has successfully built a portfolio of projects partnering with other FPAC Agencies.
- Continued another successful year of engaging FPAC field employees via the Customer Experience Enhancement Committee. This Committee served as a resource for FPAC agencies as they built and deployed different projects to the field.

Personnel and Physical Security Management

- Processed over 8,000 personnel security actions, primarily clearing newly hired Federal and County employees and contractors to start work.

- Managed the response to more than 40 hurricanes, floods, fires, and tornadoes, tracking facility closures and verifying the safety of FPAC employees.
- Led the FPAC response to COVID-19, managing more than 1,500 positive COVID tests, drafting USDA and FPAC COVID policy guidance, and making more than 5,000 individual facility status changes based on local COVID conditions to ensure the safety of employees and customers.
- Managed more than 35 significant security threats to FPAC facilities and employees, coordinating with local, state, and federal law enforcement to quickly mitigate any impacts to FPAC operations.

Procurement Management:

- Awarded 1,327 new contracts worth \$157M (obligated) and 1,992 modifications worth \$86M (obligated) totaling 3,319 total actions worth \$243M.
- Exceeded small business participation goals through the awarding of contracts to small businesses (63.3percent awarded versus the goal of 49.5percent). Also, exceeded all other small business sub-category goals (i.e., small disadvantaged, woman-owned, HUBZone, and service-disabled veterans).

Property Management:

- Reduced lease holdovers from 578 leases to 91 leases in FY 2021.
- Relocated six FPAC-BC Divisions from the leased Patriots Plaza III building to the federally owned USDA South Building saving \$3M per year.

Civil Rights

- Facilitated 566 translations, or a 523percent increase from FY 2020, through the Civil Rights Division's Limited English Proficiency Program (LEPP).
- Facilitated 177 interpretations, or a 471percent increase from FY 2020, through the Civil Rights Division's LEPP.
- Conducted seven cultural observances and seven articles through the Civil Rights Special Emphasis Program (SEP) in FY 2021 representing a 180percent increase in SEP activities.
- Conducted 29 diversity, equity, inclusion, and access training events and/or conflict management training events in FY 2021, which represents a 32percent increase from FY 2020.

Business Process Improvements. In FY 2021, the FPAC-BC continued in the improvement of many process improvements.

Robotic Process Automation. Building on the plan established in FY 2019 to automate routine business services, multiple Robotic Process Automation (RPA) investments are now in production and others require further work to deploy in FY 2022. RPAs deployed in FY 2021 include:

1. HireNow RPA, which shares specific certified applicant lists with hiring managers to improve certificate usage and reduce administrative work by Hiring Managers putting in redundant recruitment requests.
2. With-in Grade Increase (WGI) RPA systematically notifies managers 10 weeks in advance of employee eligibility for a WGI. The supervisor electronically certifies approval that allows WGI to be processed by NFC on time or the supervisor electronically certifies the ineligibility of the employee for a WGI, and the case is moved to HRD Employee Care Center or Employee Relations depending on the reason for WGI denial.
3. Employee Care Center Processing RPA is currently in production and processes simple personnel actions that require little human interaction, including realignments, duty station changes, and leave without pay actions. Award RPA is currently in testing and is expected to deploy in FY 2022 to process Awards submitted to EmpowHR, once the Performance Specialist has quality reviewed the award to ensure all criteria has been met. The award is then automatically transmitted to NFC for processing. A report is generated to track any items not processed. Once any errors from the report are addressed and there are no further awards for processing, the bot work is considered to be complete.
4. eAuth RPA is currently in testing and is expected to deploy in FY22 to reduce manual maintenance of complete and correct electronic authentication information across 3 system tables in EmpowHR.