

2021 USDA EXPLANATORY NOTES –OFFICE OF HOMELAND SECURITY

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AGENCY-WIDE**PURPOSE STATEMENT**

The Office of Homeland Security (OHS) provides overall leadership and coordination of programs in the Department to plan for and respond to major natural and terrorist emergencies and threats. This involves coordination with mission areas/agencies for policy formulation, response plans, reporting, and action assignments to meet acute and major threats to the food and agriculture system and to key USDA assets. It also involves activation of the USDA incident management system and the Federal Response Plan responsibilities in the event of a major incident, oversight of USDA nationwide policies and procedures related to homeland security, and coordination with the Department of Homeland Security and other Federal agencies, public and private organizations.

The general authority of the OHS for managing all activities relating to homeland security is contained in Executive Order 13228, 7 CFR 2.95 and the Homeland Security Presidential Directive-1.

The staff financed from this appropriation are located in Washington, D.C. As of September 30, 2019, there were 55 full-time permanent employees.

OHS did not have any open or completed Office of Inspector General or Government Accountability Office evaluation reports during the past year.

AVAILABLE FUNDS AND STAFF YEARS***Table OHS-1. Available Funds and Staff Years (thousands of dollars, staff years (SY))***

Item	2018		2019		2020		2021	
	Actual	SY	Actual	SY	Enacted	SY	Budget	SY
Salaries and Expenses:								
Discretionary Appropriations	\$1,496	5	\$1,496	4	\$1,496	5	\$1,336	5
Transfer Out	-	-	-	-	-	-	-	-
Lapsing Balances	-30	-	-83	-	-	-	-	-
Subtotal Obligations, OHS.....	1,466	5	1,413	4	1,496	5	1,336	5
Ob. Under Other USDA Appr.:								
Radiation Safety	1,249	5	1,187	4	1,187	4	1,187	4
Personnel and Document Security...	2,390	14	2,200	14	2,246	14	2,246	14
Security Operations	9,789	23	9,702	23	5,373	17	5,873	17
Other Reimbursable Programs.....	1,358	6	2,623	8	665	8	665	8
Total, Other USDA.....	14,786	48	15,712	49	9,471	43	9,971	43
Total, OHS	16,252	53	17,125	53	10,782	48	11,307	48

PERMANENT POSITIONS BY GRADE AND STAFF YEARS

Table OHS-2. Permanent Positions by Grade and Staff Years

Item	<u>2018 Actual</u> Wash. DC	<u>2019 Actual</u> Wash. DC	<u>2020 Enacted</u> Wash. DC	<u>2021 Budget</u> Wash. DC
SES.....	1	1	1	1
GS-15.....	9	9	9	9
GS-14.....	19	19	17	16
GS-13.....	10	11	9	9
GS-12.....	8	9	6	6
GS-11.....	3	3	3	3
GS-10.....	-	-	-	-
GS-9.....	1	1	1	1
GS-7.....	2	2	2	2
GS-4.....	-	-	-	1
Total Permanent	53	55	48	48
Total Perm. FT EOY	53	55	48	48
Staff Year Est.....	53	53	48	48

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

Item	2018 Actual	2019 Actual	2020 Enacted	2021 Budget
Working Capital Fund:				
Administration:				
Material Management Service.....	\$11	\$7	\$11	\$11
Mail and Reproduction Services.....	47	41	50	51
Integrated Procurement Systems.....	10	11	11	11
Procurement Operations Services.....	45	45	45	27
HR Enterprise Management Systems.....	1	1	1	1
Subtotal.....	114	105	118	101
Communications:				
Creative Media & Broadcast Center.....	11	-	15	3
Finance and Management:				
Financial Shared Services.....	59	59	54	120
Financial Management Support Services.....	275	223	232	161
Subtotal.....	334	282	286	281
Information Technology:				
National Finance Center.....	-	-	-	-
Departmental Administration Information Technology	-	-	102	129
Client Experience Center.....	1,930	2,003	2,075	2,074
Digital Infrastructure Services Center.....	259	385	398	383
Enterprise Network Services.....	-	-	108	121
Subtotal.....	2,189	2,388	2,683	2,707
Correspondence Management.....	7	2	2	2
Total, Working Capital Fund.....	2,655	2,777	3,104	3,094
Department-Wide Shared Cost Programs:				
1890's USDA Initiatives.....	-	-	-	-
Agency Partnership Outreach.....	1	1	1	1
Medical Services.....	1	1	1	-
Office of Customer Experience.....	-	-	1	1
Personnel and Document Security.....	14	7	6	6
Physical Security	-	-	1	1
Security Detail.....	1	1	1	1
Security Operations.....	2	2	1	1
USDA Enterprise Data Analytics Services.....	-	-	1	1
Total, Department-Wide Reimbursable Programs....	19	12	13	12
Agency Total.....	2,674	2,789	3,117	3,106

ACCOUNT 1: SALARIES AND EXPENSES

LEAD-OFF TABULAR STATEMENT

Table OHS-4. Lead-Off Tabular Statement

Item	Amount
2020 Appropriation	\$1,496,000
Change in Appropriation.....	-160,000
Budget Estimate, 2021.....	1,336,000

APPROPRIATIONS LANGUAGE

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

For necessary expenses of the Office of the Secretary, [~~\$46,139,000~~]\$47,836,000 of which not to exceed [~~\$5,051,000~~]\$5,143,000 shall be available for the Immediate Office of the Secretary; not to exceed [~~\$1,496,000~~]\$1,336,000 shall be available for the Office of Homeland Security; not to exceed [~~\$6,211,000~~]\$1,957,000 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)]; [~~\$22,251,000~~]\$28,048,000 shall be available for the Office of the Assistant Secretary for Administration, of which [~~\$21,376,000~~]\$27,161,000 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 not to exceed [~~\$3,869,000~~]\$3,941,000 shall be available for the Office of the Assistant Secretary for Congressional Relations and Intergovernmental Affairs to carry out the programs funded by this Act, including programs involving intergovernmental affairs and liaison within the executive branch; and not to exceed and liaison within the executive branch; and not to exceed [~~\$7,261,000~~]\$7,411,000 shall be available for the Office of Communications: Provided further, That the Secretary of Agriculture is authorized to transfer funds appropriated for any office of the Office of the Secretary to any other office of the Office of the Secretary: Provided further, That no appropriation for any office shall be increased or decreased by more than 5 percent: Provided further, That not to exceed \$22,000 of the amount made available under this paragraph for the Immediate Office of the Secretary shall be available for official reception and representation expenses, not otherwise provided for, as determined by the Secretary: Provided further, That the amount made available under this heading for Departmental Administration shall be reimbursed from applicable appropriations in this Act for travel expenses incident to the holding of hearings as required by U.S.C. 551-558: Provided further, That funds made available under this heading for the Office of the Assistant Secretary for Congressional Relations may be obligated 30 days after 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: Provided further, That of the funds made available

under this heading, funding shall be made available to the Office of the Secretary to carry out the duties of the, working group established under section 770 of the Agriculture, Rural Development, Food and Drug Administration, and Related Agencies Appropriations Act, 2019 (Public Law 116-6; 133 Stat. 89): Provided .further, That during any 30 day notification period referenced in section 716 of this Act, the Secretary of Agriculture, the Secretary, of Health and 21 Human Services or the Chairman of the Commodity Futures Trading Commission, (as the case may be) shall take no action to begin implementation of the proposal or make any public announcement in any form.

PROJECT STATEMENT

Table OHS-5. Project Statement (thousands of dollars, staff years (SY))

Item	2018		2019		2020		Inc. or Dec.	Chg Key	SY	2021	
	Actual	SY	Actual	SY	Enacted	SY				Budget	SY
Discretionary Appropriations:											
Office of Homeland Security	\$1,496	5	\$1,496	4	\$1,496	5	(160)	(1)	-	\$1,336	5
Total Available.....	1,496	5	1,496	4	1,496	5				1,336	5
Lapsing Balances	-30	-	-83	-	-	-	-	-	-	-	-
Total Obligations	1,466	5	1,413	4	1,496	5	(160)		-	1,336	5

JUSTIFICATION OF INCREASES AND DECREASES

The Office of Homeland Security Salary and Expenses: A net decrease of \$160,000 from the FY 2020 Appropriations.

(1) The funding change is requested for the following items:

A) An increase of \$9,638, for pay costs (\$4,414 for annualization of the 2020 pay increase and \$5,225 for the 2021 pay increase).

This increase will support the pay increase for civilian employees. This increase will allow the OHS to continue to meet its objective to plan for and respond to major natural and terrorist emergencies and threats to USDA operations. This critical increase is needed to support and maintain current staffing levels to meet the demands and statutory requirements imposed on OHS. Elimination of the pay cost increase means the OHS would not be able to fund approximately 1 FTE and/or would need to significantly cut travel, training, and mission support. Approximately 61 percent of OHS’s budget supports personnel compensation and benefits. Failure to receive this increase would prevent USDA from fully performing its mission, for the benefit of the Department as well as meeting the needs of the Executive Office of the President and members of Congress.

B) An increase of \$6,967 for performance awards.

This increase will support a 1 percentage point increase in awards spending, consistent with objectives outlined in the President’s Management Agenda, to enhance workforce development. Without this additional funding, OHS will be unable to absorb these costs in FY 2021, resulting in reductions to planned hiring levels, eroding USDA’s ability to meet key Administration priorities contained in this Budget.

C) An increase of \$8,395 for the Department’s increased contribution to the Federal Employees Retirement System (FERS).

This increase will cover the expenses for the mandated increase of USDA’s contribution to FERS. These increases were effective January 1, 2020, and impact approximately 6 employees’ retirement packages

D) A decrease of \$185,000 in contractual services.

Pursuant with the Secretary’s memo of August 7, 2019, this decrease is to realign security operation functions under the newly formed Office of Safety, Security, and Protection. Consolidating functions within the OSSP, will enhance the security posture and improve protection for employees and visitors. This realignment of resources will consolidate USDA's facility security, emergency management, and personnel protection in a centralized office, thereby improving communication and coordination.

GEOGRAPHIC BREAKDOWN OF OBLIGATIONS AND STAFF YEARS

Table OHS-6. Geographic Breakdown of Obligations and Staff Years (thousands of dollars, staff years (SY))

State/Territory/Country	2018		2019		2020		2021	
	Actual	SY	Actual	SY	Enacted	SY	Budget	SY
District of Columbia.....	\$1,466	5	\$1,413	4	\$1,496	5	\$1,336	5
Lapsing Balances	30	-	83	-	-	-	-	-
Total, Available	1,496	5	1,496	4	1,496	5	1,336	5

CLASSIFICATION BY OBJECTS**Table OHS-7. Classification by Objects (thousands of dollars)**

Item No.	Item	2018 Actual	2019 Actual	2020 Enacted	2021 Budget
	Personnel Compensation:				
	Washington D.C.	\$668	\$547	\$641	\$700
11	Total personnel compensation.....	668	547	641	700
12	Personal benefits.....	239	154	211	232
13.0	Benefits for former personnel.....	-	13	-	-
	Total, personnel comp. and benefits.....	907	714	852	932
	Other Objects:				
21.0	Travel and transportation of persons.....	9	33	23	23
23.1	Rental payments to GSA.....	2	2	2	2
	Communications, utilities, and misc. charges	11	19	19	19
23.3	Printing and reproduction.....	26	3	3	3
24.0	Other contractual services	61	41	41	41
25	Advisory and assistance services.....	180	333	289	240
25.1	Other services from non-Federal sources	38	11	11	11
25.2	Other goods and services from Federal sources.....	220	186	185-	-
25.3	Operation and maintenance of facilities	4	61	61	55
25.4	Supplies and materials	6	7	7	7
26.0	Equipment	2	3	3	3
31.0	Total, Other Objects.....	559	699	459	404
99.9	Total, new obligations.....	1,466	1,413	1,496	1,336
	DHS Building Security Payments (included in 25.3).....	\$23	\$23	\$24	\$25
	Position Data:				
	Average Salary (dollars), ES Position.....	\$160,000	\$178,000	\$180,000	\$180,000
	Average Salary (dollars), GS Position	\$134,000	\$127,000	\$130,000	\$117,000
	Average Grade, GS Position.....	15.1	14.3	14.4	14.1