

# Exhibit 300 FY2008

## FY2008 Exhibit 300

### PART I: SUMMARY INFORMATION AND JUSTIFICATION

*In Part I, complete Sections A, B, C, and D for all capital assets (IT and non-IT). Complete Sections E and F for IT capital assets.*

#### Section A: Overview (All Capital Assets)

*The following series of questions are to be completed for all investments.*

**I. A. 1. Date of Submission:**

2006-05-12

**I. A. 2. Agency:**

005

**I. A. 3. Bureau:**

49

**I. A. 4. Name of this Capital Asset:**

*(short text - 250 characters)*

Processed Commodities Inventory Management System (PCIMS)

**I. A. 5. Unique ID: (For IT investments only, see section 53. For all other, use agency ID system.)**

005-49-01-61-01-1010-00-405-144

**I. A. 6. What kind of investment will this be in FY2008?**

*(Please NOTE: Investments moving to O&M ONLY in FY2008, with Planning/Acquisition activities prior to FY2008 should not select O&M. These investments should indicate their current status.)*

Operations and Maintenance

**I. A. 7. What was the first budget year this investment was submitted to OMB?**

FY2001 or earlier

**I. A. 8. Provide a brief summary and justification for this investment, including a brief description of how this, closes in part or in whole, an identified agency performance gap:**

*(long text - 2500 characters)*

The Processed Commodities Inventory Management System (PCIMS) is in the steady state phase of USDA's capital planning and investment control process. The USDA E-Board approved continuation of this investment on August 2006. PCIMS came on line through a phased implementation completed in 1992. A Tri-Agency management team was formed to manage the system due to its key role in USDA's successful mission accomplishment. The PCIMS Advisory Council (PAC), consisting of the AMS Associate Administrator, the FNS and FSA Program and Management Deputy Administrators provides continuous management oversight of the system. PCIMS is a Tri-Agency system shared by AMS, FSA, and FNS. It supports the annual acquisition; tracking and distribution of billions of dollars worth of commodities acquired by USDA for domestic and foreign food assistance programs and market support purposes. The following list, though not all-inclusive, identifies key business functions currently accomplished by PCIMS in support of the agencies in the execution of their collective missions. The functions are: 1. Recording and monitoring of entitlement data 2. Distribution of surveys advising State distributing agencies of available products 3. Entering and processing commodity orders from recipient agencies 4. Creating invitations for bids 5. Receiving and analyzing bids 6. Awarding and administering contracts 7. Controlling Inventory 8. Issuing Notices to Deliver 9. Managing movement of commodities-both domestic and foreign 10. Processing invoices and disbursing payments for storage, freight, processing and purchases 11. Managing claims and debt collection 12. Managing and reports on financial activities 13. Reconciling Tri-Agency accounts Domestically, the system must provide commodity support for the: National School Lunch Program; School Breakfast Program; Summer Food Service Program; Child and Adult Care Food Program; Commodity Supplemental Food Program; Nutrition Program for the Elderly; The Emergency Food Assistance Program; Food Assistance in Disaster Situations, and Food Distribution Program on Indian Reservations. In the export arena the system must support provision of aid under P. L. 480 Title II and III, as well as Section 416(b) and Food for Progress.

**I. A. 9. Did the Agency's Executive/Investment Committee approve this request?**

yes

**I. A. 9. a. If "yes", what was the date of this approval?**

2006-09-06

**I. A. 10. Did the Project Manager review this Exhibit?**

yes

## **I. A. 11. Contact information of Project Manager?**

**I. A. 12. Has the agency developed and/or promoted cost effective, energy-efficient and environmentally sustainable techniques or practices for this project.**

no

**I. A. 12. a. Will this investment include electronic assets (including computers)?**

yes

**I. A. 12. b. Is this investment for new construction or major retrofit of a Federal building or facility? (answer applicable to non-IT assets only)**

no

**I. A. 12. b. 1. If "yes", is an ESPC or UESC being used to help fund this investment?**

**I. A. 12. b. 2. If "yes", will this investment meet sustainable design principles?**

**I. A. 12. b. 3. If "yes", is it designed to be 30% more energy efficient than relevant code?**

**I. A. 13. Does this investment support one of the PMA initiatives?**

yes

**I. A. 13. a. If "yes", check all that apply:**

Expanded E-Government

**I. A. 13. b. Briefly describe how this asset directly supports the identified initiative(s).**

*(medium text - 500 characters)*

Five front end web centric system have been developed to interface with legacy PCIMS, COS, EBES, DEBES, ED3 and ECOS.

**I. A. 14. Does this investment support a program assessed using the Program Assessment Rating Tool (PART)?**

*(For more information about the PART, visit [www.whitehouse.gov/omb/part](http://www.whitehouse.gov/omb/part).)*

yes

**I. A. 14. a. If "yes", does this investment address a weakness found during the PART review?**

no

**I. A. 14. b. If "yes", what is the name of the PARTed Program?**

*(short text - 250 characters)*

National School Lunch Program; Commodity Supplemental Food Program; The \_Emergency Food Assistance Program; AMS Commodity Purchasing; Milk Price \_Support Program; Food Distribution Program on Indian Reservations\_\_\_\_\_

**I. A. 14. c. If "yes", what PART rating did it receive?**

Moderately Effective

**I. A. 15. Is this investment for information technology? (see section 53 for definition)**

yes

**I. A. 16. What is the level of the IT Project (per CIO Council's PM Guidance)?**

*Level 1 - Projects with low-to-moderate complexity and risk. Example: Bureau-level project such as a stand-alone information system that has low- to-moderate complexity and risk. Level 2 - Projects with high complexity and/or risk which are critical to the mission of the organization. Examples: Projects that are part of a portfolio of projects/systems that impact each other and/or impact mission activities. Department-wide projects that impact cross-organizational missions, such as an agency-wide system integration that includes large scale Enterprise Resource Planning (e.g., the DoD Business Mgmt Modernization Program). Level 3 - Projects that have high complexity, and/or risk, and have government-wide impact. Examples: Government-wide initiative (E-GOV, President's Management Agenda). High interest projects with Congress, GAO, OMB, or the general public. Cross-cutting initiative (Homeland Security).*

Level 2

**I. A. 17. What project management qualifications does the Project Manager have? (per OMB's PM Guidance):**

*(1) - The project manager assigned for this investment has been validated as qualified in accordance with OMB PM Guidance.; (2) - The project manager assigned for this investment is in the process of being validated as qualified in accordance with OMB PM Guidance.; (3) - The project manager assigned for this investment is not validated as qualified in accordance with OMB PM Guidance.; (4) - The qualifications for the project manager named have not been evaluated.; (5) - No project manager is currently assigned for this investment.; (6) - N/A -- This is not an IT investment.*

(1) Project manager has been validated as qualified for this investment

**I. A. 18. Is this investment identified as "high risk" on the Q4 - FY 2006 agency high risk report (per OMB's "high risk" memo)?**

no

**I. A. 19. Is this a financial management system?**

no

**I. A. 19. a. If "yes", does this investment address a FFMIA compliance area?**

**I. A. 19. a. 1. If "yes" which compliance area?**

*(short text - 250 characters)*

**I. A. 19. a. 2. If "no", what does it address?**

*(medium text - 500 characters)*

**I. A. 19. b. If "yes", please identify the system name(s) and system acronym(s) as reported in the most recent financial systems inventory update required by Circular A-11 section 52**

*(long text - 2500 characters)*

**I. A. 20. What is the percentage breakout for the total FY2008 funding request for the following? (This should total 100%)**

**I. A. 20. a. Hardware**

0

**I. A. 20. b. Software**

0

**I. A. 20. c. Services**

**I. A. 20. d. Other**

0

**I. A. 21. If this project produces information dissemination products for the public, are these products published to the Internet in conformance with OMB Memorandum 05-04 and included in your agency inventory, schedules and priorities?**

yes

## **I. A. 22. Contact information of individual responsible for privacy related questions:**

**I. A. 22. a. Name**

(short text - 250 characters)

Brian Davies

**I. A. 22. b. Phone Number****I. A. 22. c. Title**

(short text - 250 characters)

FSA Information Security Officer

**I. A. 22. d. Email**

(short text - 250 characters)

brian.davies@usda.gov

**I. A. 23. Are the records produced by this investment appropriately scheduled with the National Archives and Records Administration's approval?**

yes

## **Section B: Summary of Funding**

**I. B. 1. Provide the total estimated life-cycle cost for this investment by completing the following table.**

All amounts represent budget authority in millions, and are rounded to three decimal places. Federal personnel costs should be included only in the row designated "Government FTE Cost," and should be excluded from the amounts shown for "Planning," "Full Acquisition," and "Operation/Maintenance." The total estimated annual cost of the investment is the sum of costs for "Planning," "Full Acquisition," and "Operation/Maintenance." For Federal buildings and facilities, life-cycle costs should include long term energy, environmental, decommissioning, and/or restoration costs. The costs associated with the entire life-cycle of the investment should be included in this report.

Note: For the cross-agency investments, this table should include all funding (both managing and partner agencies). Government FTE Costs should not be included as part of the TOTAL represented.

	PY-1 Spending Prior to 2006	PY 2006	CY 2007	BY 2008					
<b>Planning</b>	0	0	0	0					
<b>Acquisition</b>	6.632	3.604	2.624	0.602					
<b>Subtotal Planning &amp; Acquisition</b>	6.632	3.604	2.624	0.602					
<b>Operations &amp; Maintenance</b>	16.056	7.373	7.319	7.582					
<b>TOTAL</b>	22.688	10.977	9.943	8.184					
<b>Government FTE Costs</b>	11.297	4.650	3.926	3.073					
<b>Number of FTE represented by cost</b>	122.59	42.33	36.13	27.1					

**I. B. 2. Will this project require the agency to hire additional FTE's?**






























no

**I. B. 2. a. If "yes", How many and in what year?**

(medium text - 500 characters)

(long text - 2500 characters)

(Character Limitations: Contract or Task Order Number - 250 Characters; Type of Contract/Task Order - 250 Characters; Name of CO - 250 Characters; CO Contact Information - 250 Characters)

(long text - 2500 characters)

**I. C. 3. Do the contracts ensure Section 508 compliance?**

**I. C. 3. a. Explain Why:**

(medium text - 500 characters)

**I. C. 4. Is there an acquisition plan which has been approved in accordance with agency requirements?**

yes

**I. C. 4. a. If "yes", what is the date?**

2006-06-01

**I. C. 4. b. If "no", will an acquisition plan be developed?**

**I. C. 4. b. 1. If "no", briefly explain why:**

(medium text - 500 characters)

*In order to successfully address this area of the exhibit 300, performance goals must be provided for the agency and be linked to the annual performance plan. The investment must discuss the agency's mission and strategic goals, and performance measures must be provided. These goals need to map to the gap in the agency's strategic goals and objectives this investment is designed to fill. They are the internal and external performance benefits this investment is expected to deliver to the agency (e.g., improve efficiency by 60 percent, increase citizen participation by 300 percent a year to achieve an overall citizen participation rate of 75 percent by FY 2xxx, etc.). The goals must be clearly measurable investment outcomes, and if applicable, investment outputs. They do not include the completion date of the module, milestones, or investment, or general goals, such as, significant, better, improved that do not have a quantitative or qualitative measure.*

(Character Limitations: Strategic Goal(s) Supported - 250 Characters; Performance Measure - 250 Characters; Actual/baseline from Previous Year) - 250 Characters; Planned Performance Metric (Target) - 250 Characters; Performance Metric Results (Actual) - 250 Characters; Measurement Indicator - 250 Characters; Baseline - 250 Characters; Planned Improvement to the Baseline - 250 Characters; Actual Results - 250 Characters)

Fiscal Year	Strategic Goal(s) Supported	Performance Measure	Actual/baseline (from Previous Year)	Planned Performance Metric (Target)	Performance Metric Results (Actual)
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2006	FNS Goal 2, Objective 2.2 reengineer ordering process	ECOS - Reduce the amount of time it takes to notify recipient agencies of a food safety/biosecurity situation.	4 days	1	1
2006	FNS Goal 2, Objective 2.2 reengineer ordering process	ECOS - Reduce the amount of time it takes to file and confirm commodity complaint information.	5 days	1	1
2006	FNS Goal 2, Objective 2.2 reengineer ordering process	ECOS - Number of states accepting Requisitions from recipient agencies using ECOS.	2 states	3	8
2006	FSA - Goal #2, Supporting Secure and Affordable Food and Fiber, FSA - Objective 2.3, Improving Purchase and Delivery of Food Aid.	Reduce cost of ocean freight charges	350000	300000	Events which could not be controlled by the project team caused the project to slip, this goal was moved to 2007.
2006	FSA - Goal #2, Supporting Secure and Affordable Food and Fiber, FSA - Objective 2.3, Improving Purchase and Delivery of Food Aid.	Increase availability of web site to 95%.	90	95	95
2007	FSA - Goal #2, Supporting Secure and Affordable Food and Fiber, FSA - Objective 2.3, Improving Purchase and Delivery of Food Aid.	Reduce cost of ocean freight charges.	350,000,000	300,000,000	
2007	FNS Goal 3 2, Objective 2.2 reengineer ordering process	Number of states accepting Requisitions from recipient agencies using ECOS.g ECOS	8	12	

**I. D. 2. Table 2**

Fiscal Year	Measurement Area	Measurement Grouping	Measurement Indicator	Baseline	Planned Improvement to the Baseline	Actual Results
2008	Mission and Business Results	Food and Nutrition Assistance	Number of states accepting Requisitions from Recipient Agencies using ECOS	12	18	
2008	Customer Results	IT Contribution to Process, Customer, or Mission	% of paper less Notice to Deliver and Export Contract Invoicing	Notice to Deliver are all paper based.	90% of the Notice to Deliver are electronic .	
2008	Processes and Activities	International Development and Humanitarian Aid	Reduce cost of ocean freight charges	\$300,000,000	\$275,000,000	
2008	Technology	Operations and Maintenance Costs	NITC anual cost	\$3,000,000	10%reduction	
2009	Mission and Business Results	Food and Nutrition Assistance	Number of states accepting Requisitions from Recipient Agencies using ECOS	18	25	
2009	Customer Results	IT Contribution to Process, Customer, or Mission	% of paper less Notice to Deliver and Export Contract Invoicing	90% are electronic	100% of the Notice to Deliver are electronci	
2009	Processes and Activities	International Development and Humanitarian Aid	Reduce cost of ocean freight charges	\$275,000,000	\$250,000,000	
2009	Technology	Operations and Maintenance Costs	NITC anual cost	\$2,700,000	\$2,430,000	

## Section F: Enterprise Architecture (EA)

*In order to successfully address this area of the business case and capital asset plan you must ensure the investment is included in the agency's EA and Capital Planning and Investment Control (CPIC) process, and is mapped to and supports the FEA. You must also ensure the business case demonstrates the relationship between the investment and the business, performance, data, services, application, and technology layers of the agency's EA.*

### I. F. 1. Is this investment included in your agency's target enterprise architecture?

yes

**I. F. 1. a. If "no", please explain why?**  
(long text - 2500 characters)

**I. F. 2. Is this investment included in the agency's EA Transition Strategy?**

no

**I. F. 2. a. If "yes", provide the investment name as identified in the Transition Strategy provided in the agency's most recent annual EA Assessment.**

(medium text - 500 characters)

PCIMS

**I. F. 2. b. If "no" please explain why?**

(long text - 2500 characters)

USDA is in the process of developing a Transition Strategy for the calendar year 2007 annual OMB Assessment. PCIMS will expire soon and Web Based Supply Chain Mangement (WBSCM) will be listed as its planned replacement investment.

**I. F. 3. Identify the service components funded by this major IT investment (e.g., knowledge management, content management, customer relationship management, etc.). Provide this information in the format of the following table.**

**For detailed guidance regarding components, please refer to <http://www.whitehouse.gov/omb/egov/>.**

*FEA SRM Component - Use existing SRM Components or identify as "NEW". A "NEW" component is one not already identified as a service component in the FEA SRM. FEA Service Component Reused - A reused component is one being funded by another investment, but being used by this investment. Rather than answer yes or no, identify the reused service component funded by the other investment and identify the other investment using the Unique Porject Identifier (UPI) code from the OMB Ex 300 or Ex 53 submission. Internal or External Reuse? - 'Internal' reuse is within an agency. For example, one agency within a department is reusing a service component provided by another agency within the same department. 'External' reuse is one agency within a department reusing a service component provided by another agency in another department. A good example of this is an E-Gov initiative service being reused by multiple organizations across the federal government. Funding Percentage - Please provide the percentage of the BY requested funding amount used for each service component listed in the table. If external, provide the funding level transferred to another agency to pay for the service. (Character Limitations: Agency Component Name - 250 Characters; Agency Component Description - 500 Characters)*

Agency Component Name	Agency Component Description	FEA SRM Service Type	FEA SRM Component	FEA Service Component Reused - Component Name	FEA Service Component Reused - UPI	Internal or External Reuse?	BY Funding Percentage
COS		Customer Initiated Assistance	Online Help	Online Help		No Reuse	0
PCIMS		Supply Chain Management	Ordering / Purchasing			No Reuse	0
PCIMS		Reporting	Ad Hoc			No Reuse	0
PCIMS		Data Management	Data Warehouse			No Reuse	0
PCIMS		Financial Management	Payment / Settlement			No Reuse	0
PCIMS		Development and Integration	Software Development			No Reuse	0
PCIMS		Security Management	Identification and Authentication			No Reuse	0
PCIMS		Search	Query			No Reuse	0

**I. F. 4. To demonstrate how this major IT investment aligns with the FEA Technical Reference Model (TRM), please list the Service Areas, Categories, Standards, and Service Specifications supporting this IT investment.**

*FEA SRM Component - Service Components identified in the previous question should be entered in this column. Please enter multiple rows for FEA SRM Components supported by multiple TRM Service Specifications. Service Specification - In the Service Specification field, Agencies should provide information on the specified technical standard or vendor product mapped to the FEA TRM Service Standard, including model or version numbers, as appropriate. (Character Limitations: Service Specification (i.e., vendor and product name) - 250 characters)*

FEA SRM Component	FEA TRM Service Area	FEA TRM Service Category	FEA TRM Service Standard	Service Specification (i.e., vendor and product name)
Online Help	Service Access and Delivery	Service Requirements	Web Browser	
Ordering / Purchasing	Service Access and Delivery	Business Logic	Platform Dependent	
Ad Hoc	Service Access and Delivery	Business Logic	Reporting and Analysis	
Data Warehouse	Service Access and Delivery	Database / Storage	Reporting and Analysis	

Payment / Settlement	Service Access and Delivery	Business Logic	Platform Dependent	
Software Development	Service Platform and Infrastructure	Software Engineering	Integrated Development Environment	
Identification and Authentication	Service Access and Delivery	Business Logic	Platform Dependent	
Query	Service Access and Delivery	Business Logic	Reporting and Analysis	

**I. F. 5. Will the application leverage existing components and/or applications across the Government (i.e., FirstGov, Pay.Gov, etc)?**

no

**I. F. 5. a. If "yes", please describe.**  
(long text - 2500 characters)

**I. F. 6. Does this investment provide the public with access to a government automated information system?**

no

**I. F. 6. a. If "yes", does customer access require specific software (e.g., a specific web browser version)?**

**I. F. 6. a. 1. If "yes", provide the specific product name(s) and version number(s) of the required software and the date when the public will be able to access this investment by any software (i.e. to ensure equitable and timely access of government information and services).**  
(medium text - 500 characters)

## PART III: FOR "OPERATION AND MAINTENANCE" INVESTMENTS ONLY (STEADY-STATE)

*Part III should be completed only for investments which will be in "Operation and Maintenance" (Steady State) in FY 2008, i.e., selected the "Operations and Maintenance" choice in response to Question 6 in Part I, section A above.*

### Section A: Risk Management

*You should have performed a risk assessment during the early planning and initial concept phase of this investment's life-cycle, developed a risk-adjusted life-cycle cost estimate and a plan to eliminate, mitigate or manage risk, and be actively managing risk throughout the investments life-cycle. Answer the following questions to describe how you are managing investment risks.*

**III. A. 1. Does the investment have a Risk Management Plan?**

yes

**III. A. 1. a. If "yes", what is the date of the plan?**

2004-06-18

**III. A. 1. b. Has the Risk Management Plan been significantly changed since last year's submission to OMB?**

no

**III. A. 1. c. If "yes", describe any significant changes:**  
(medium text - 500 characters)

**III. A. 2. If there currently is no plan, will a plan be developed?**

**III. A. 2. a. If "yes", what is the planned completion date?**



**III. A. 2. b. If "no", what is the strategy for managing the risks?**  
(long text - 2500 characters)