

Texas Equine Research Account Advisory Committee



Sunset Advisory Commission Self-Evaluation Report

June 2007

INSTRUCTIONS

Each agency under Sunset review is required by law to complete a Self-Evaluation Report (SER) on its operations. The SER is designed to provide the Sunset Commission members and staff with a general background description of each agency being reviewed. The SER also gives each agency an opportunity to provide the Commission with a preview of issues and suggested improvements regarding the agency and its functions.

The SER contains 12 sections. Agencies should record their responses to each question directly on this electronic form. Answers should be typed in the white space beneath each question box. Use as little or as much room as needed to answer each question. If the information requested does not apply to your agency, either provide similar information to reflect agency practices, or enter "N/A" in the space provided. In charts, add or delete rows, change column widths, and renumber exhibits as necessary, or rename chart headings to better reflect agency practices. If a chart is not applicable, indicate so and delete the blank chart.

This document also contains examples for certain sections of the SER. Links are provided to jump directly from one part of the document to another, and can be accessed by clicking on the underlined text where the links appear.

Reviewing the background and issues sections of recent Sunset staff reports may also be helpful in preparing certain sections of the SER. Recent Sunset staff reports are available on the Sunset website at www.sunset.state.tx.us. Hard copies can also be obtained by calling the Sunset Commission office at (512) 463-1300.

Once the report is complete, fill in the appropriate page numbers on the table of contents. The text regarding Instructions, Attachments, and Examples can be deleted from the SER that the agency submits to the Sunset Commission.

By **August 24, 2007**, please submit:

- the electronic version of the Self-Evaluation Report to: dawn.roberson@sunset.state.tx.us
- 41 hard copies of the Self-Evaluation Report on 8½ x 11-inch paper (40 bound and one unbound)
- one copy of any attachments to the SER, such as publications by or about your agency, strategic plans, etc, which can be bound and formatted in any manner convenient to you, to:

Sunset Advisory Commission
1501 N. Congress
Robert E. Johnson Bldg., 6th Floor
Austin, TX 78701

Contact Chloe Lieberknecht of the Sunset staff at (512) 463-1300 with any questions, or you can e-mail them to chloe.lieberknecht@sunset.state.tx.us. Every effort will be made to minimize the additional workload this report places on your agency.

Finally, notify Sunset of any major changes or updates to the information provided in the Self-Evaluation Report that occur between submission and January 2009 (e.g., new board members, updated fiscal data for FY 2007, or changes in the organizational structure).

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Texas Equine Research Account Advisory Committee Self-Evaluation Report

I. Agency Contact Information

A. Please fill in the following chart.

Texas Equine Research Account Advisory Committee Exhibit 1: Agency Contacts				
	Name	Address	Telephone & Fax Numbers	E-mail Address
Agency Head	Dr. David Forrest	2471 TAMU College Station, TX 77843-2471	979-845-3560 979-862-3399(fx)	d-forrest@tamu.edu
Agency's Sunset Liaison	Dr. Mark Hussey	2142 TAMU College Station, TX 77843-2142	979-845-7980 979-458-4765(fx)	mhussey@tamu.edu

II. Key Functions and Performance

Provide the following information about the overall operations of your agency. More detailed information about individual programs will be requested in a later section.

A. Provide an overview of your agency's mission, objectives, and key functions.

To advise the Director of the Texas Agricultural Experiment Station in administering the Equine Research Account and making grants.

B. Do each of your key functions continue to serve a clear and ongoing objective? Explain why each of these functions is still needed. What harm would come from no longer performing these functions?

Yes. Additional funding is needed to support equine research within Texas. Limited research funding is available nationally to support an industry that has a \$112 billion annual economic impact.

C. What evidence can your agency provide to show your overall effectiveness and efficiency in meeting your objectives?

Between 1994 and 2006, 36 research grants totaling \$1,278,083 were funded from the Equine Research Account.

D. Does your agency's enabling law continue to correctly reflect your mission, objectives, and approach to performing your functions? Have you recommended changes to the Legislature in the past to improve your agency's operations? If so, explain. Were the changes adopted?

The enabling law continues to reflect the mission and objectives.

E. Do any of your agency’s functions overlap or duplicate those of another state or federal agency? Explain if, and why, each of your key functions is most appropriately placed within your agency. How do you ensure against duplication with other related agencies?

There is no overlap or duplication with other agencies.

F. In general, how do other states carry out similar functions?

N/A

G. What key obstacles impair your agency’s ability to achieve its objectives?

All funds collected by Texas Racing Commission for the Equine Research Account are returned to the State General Revenue Account and are not available for their intended use.

H. Discuss any changes that could impact your agency’s key functions in the future (e.g., changes in federal law or outstanding court cases).

N/A

I. What are your agency’s biggest opportunities for improvement in the future?

The success of the Texas horse racing industry determines the amount of funds received by the Equine Research Account.

J. In the following chart, provide information regarding your agency’s key performance measures included in your appropriations bill pattern, including outcome, input, efficiency, and explanatory measures.

Texas Equine Research Account Advisory Committee Exhibit 2: Key Performance Measures — Fiscal Year 2006			
Key Performance Measures	FY 2006 Target	FY 2006 Actual Performance	FY 2006 % of Annual Target
N/A			

III. History and Major Events

Provide a timeline of your agency's history, and key events, including:

Texas Equine Research Account Advisory Committee

In 1991, the 72nd Legislature passed a major revision of the Texas Racing Act. House Bill 2263 included many changes to racing laws. This bill also dedicated a small portion of wagers made at horse tracks to fund the Equine Research Account. The Director of the Texas Agricultural Experiment Station is charged with managing the Equine Research Account. The advisory committee advises the Director on how to best spend the money.

In 1992, the Texas Equine Research Account Advisory Committee was created to advise and assist the Director of the Texas Agricultural Experiment Station in administering the Equine Research Account, making grants, and planning of an annual conference on equine research.

IV. Policymaking Structure

A. Complete the following chart providing information on your policymaking body members.

Texas Equine Research Account Advisory Committee Exhibit 3: Policymaking Body			
Member Name	Term/ Appointment Dates/ Appointed by ___ (e.g., Governor, Lt. Governor, Speaker)	Qualification (e.g., public member, industry representative)	City
Claudia Spears	2 yr. /2005/Texas Arabian Breeders Association	Industry Representative	Willis, TX
Lex Smurthwaite	2 yr./2006/Texas Paint Horse Association	Industry Representative	Fort Worth, TX
Barry Thompson	2 yr./2006/Texas Quarter Horse Association	Industry Representative	West, TX
Charles Graham	2 yr.2006/Texas Thoroughbred Association	Industry Representative	Elgin, TX
Don Henneke	2 yr./2006/Tarleton State University	Equine Research/Educational Organization Representative	Stephenville, TX
Heidi Brady	2 yr./2006/Texas Tech University	Equine Research/Educational Organization Representative	Lubbock, TX

Larry Boleman	2 yr./2006/Texas A&M University	Texas A&M University – College of Agriculture & Life Sciences	College Station, TX
David Forrest	2yr./2005/Texas A&M University	Texas A&M University – College of Agriculture & Life Sciences	College Station, TX
Dickson Varner	2 yr./2006/Texas A&M University	Texas A&M University-College of Veterinary Medicine	College Station, TX
Kent Carter	2 yr./2005/Texas A&M University	Texas A&M University-College of Veterinary Medicine	College Station, TX

B. Describe the primary role and responsibilities of your policymaking body.

The Texas Equine Research Account Advisory Committee is created to advise and assist the Director of the Texas Agricultural Experiment Station in administering the equine research account and making equine research grants

C. How is the chair selected?

The chair and vice-chair are elected by the Committee membership at the August meeting. They are elected for a one year term.

D. List any special circumstances or unique features about your policymaking body or its responsibilities.

Nothing unique.

E. In general, how often does your policymaking body meet? How many times did it meet in FY 2006? in FY 2007?

The Texas Equine Research Account Advisory Committee holds two scheduled meetings each year. The first meeting is held in February and the second meeting in August. The Chairman may call special meetings at other times. In addition, any three members may also call a special meeting upon written notification ten days in advance of such meeting.

The Committee met three times in FY 2006 (February 8, 2006 - May 3, 2006 - August 24, 2006) and three times in FY 2007 (February 21, 2007, May 10, 2007, and August 29, 2007).

F. What type of training do members of your agency's policymaking body receive?

No formal training is provided.

G. Does your agency have policies that describe the respective roles of the policymaking body and agency staff in running the agency? If so, describe these policies.

Operates under the By-Laws approved by the Texas Equine Research Account Advisory Committee.

H. What information is regularly presented to your policymaking body to keep them informed of your agency's performance?

The Texas Agricultural Experiment Station Director presents a fiscal and legislative update at each meeting. The Director also prepares an annual report on equine research funded by the equine research account and distributes the report to the Texas Racing Commission and the members of the Advisory Committee.

I. How does your policymaking body obtain input from the public regarding issues under the jurisdiction of the agency? How is this input incorporated into the operations of your agency?

The Texas Equine Research Account Advisory Committee is subject to the open meetings law; therefore, providing the public with the opportunity to participate in any Advisory Committee meeting.

J. If your policymaking body uses subcommittees or advisory committees to carry out its duties, fill in the following chart.

Texas Equine Research Account Advisory Committee Exhibit 4: Subcommittees and Advisory Committees			
Name of Subcommittee or Advisory Committee	Size/Composition/How are members appointed?	Purpose/Duties	Legal Basis for Committee
Legislative Subcommittee	5 members/ 3 TERAAC members, 1 representative from the College of Veterinary Medicine, 1 representative from the Texas Agricultural Experiment Station/appointed by Chairman	To pursue actions relative to the effects of changing the legislative rider that sends the breakage to the Texas Comptroller's Office	None
Publications Subcommittee	5 members/5 TERAAC members/ appointed by Chairman	To develop, format, and publish an annual report on equine research in Texas	None

V. Funding

A. Provide a brief description of your agency's funding.

Prior to the 79th Legislative Session, funding for the equine research account comes from money wagered on pari-mutuel horse racing. (One percent of the exotic wagering pool is dedicated to supporting the horse breeding and racing industry. Two percent of these dedicated funds are placed in the equine research account. The account also receives two percent of the horse racing breakage.) The Comptroller periodically transfers these funds to the account. The Director may also accept gifts and grants for deposit into the account. Presently no funding is received from TRC to support equine research.

B. List all riders that significantly impact your agency's budget.

See attachment 5

C. Show your agency's expenditures by strategy.

Texas Equine Research Account Advisory Committee Exhibit 5: Expenditures by Strategy — Fiscal Year 2006 (Actual)		
Goal/Strategy	Total Amount	Contract Expenditures Included in Total Amount
N/A		
GRAND TOTAL:		

D. Show your agency's objects of expense for each category of expense listed for your agency in the General Appropriations Act FY 2007-2008. See Exhibit 6 Example or [click here to link directly to the example](#). Add columns and rows as necessary.

Texas Equine Research Account Advisory Committee Exhibit 6: Objects of Expense by Program or Function — Fiscal Year 2007			
Object-of-Expense	Program Name	Program Name	Amount
Other Expense	TERAAC Funding		\$54,111
Total			\$54,111

E. Show your agency’s sources of revenue. Include all local, state, and federal appropriations, all professional and operating fees, and all other sources of revenue collected by the agency, including taxes and fines. See Exhibit 7 Example or [click here to link directly to the example](#).

Texas Equine Research Account Advisory Committee Exhibit 7: Sources of Revenue — Fiscal Year 2006 (Actual)	
Source	Amount
Transfer of funds from TAES	\$99,066
TOTAL	\$99,066

F. If you receive funds from multiple federal programs, show the types of federal funding sources. .

Texas Equine Research Account Advisory Committee Exhibit 8: Federal Funds — Fiscal Year 2006 (Actual)				
Type of Fund	State/Federal Match Ratio	State Share	Federal Share	Total Funding
N/A	0	0	0	0
TOTAL		0	0	0

G. If applicable, provide detailed information on fees collected by your agency.

Texas Equine Research Account Advisory Committee Exhibit 9: Fee Revenue — Fiscal Year 2006				
Fee Description/ Program/ Statutory Citation	Current Fee/ Statutory maximum	Number of persons or entities paying fee	Fee Revenue	Where Fee Revenue is Deposited (e.g., General Revenue Fund)
N/A	0	0	0	0

VI. Organization

A. Provide an organizational chart that includes major programs and divisions, and shows the number of FTEs in each program or division.

N/A

B. If applicable, fill in the chart below listing field or regional offices. See Exhibit 10 Example or [click here to link directly to the example](#).

Texas Equine Research Account Advisory Committee Exhibit 10: FTEs by Location — Fiscal Year 2006			
Headquarters, Region, or Field Office	Location	Number of Budgeted Headcount, FY 2006	Number of Actual Headcount as of August 31, 2006
TAMU-College Station	College Station	1	1
TOTAL			1

C. What are your agency's FTE caps for fiscal years 2006 - 2009?

N/A -- Included in TAES cap – 1112.7 for FY2006

D. How many temporary or contract employees did your agency have as of August 31, 2006?

None

E. List each of your agency's key programs or functions, along with expenditures and FTEs by program. See Exhibit 11 Example [or click here to link directly to the example](#).

Texas Equine Research Account Advisory Committee Exhibit 11: List of Program FTEs and Expenditures — Fiscal Year 2006		
Program	FTEs as of August 31, 2006	Actual Expenditures
TERAAC Funding	1	\$99,066
TOTAL		\$99,066

VII. Guide to Agency Programs

Complete this section for **each** agency program (or each agency function, activity, or service if more appropriate). Copy and paste the questions as many times as needed to discuss each program, activity, or function. Contact Sunset staff with any questions about applying this section to your agency.

A. Provide the following information at the beginning of each program description.

Name of Program or Function	N/A
Location/Division	N/A
Contact Name	N/A
Actual Expenditures, FY 2006	N/A
Number of FTEs as of August 31, 2006	N/A

B. What is the objective of this program or function? Describe the major activities performed under this program.

N/A

C. What evidence can you provide that shows the effectiveness and efficiency of this program or function? Provide a summary of key statistics and performance measures that best convey the effectiveness and efficiency of this function or program.

N/A

D. Describe any important history regarding this program not included in the general agency history section, including how the services or functions have changed from the original intent.

N/A

E. Describe who or what this program or function affects. List any qualifications or eligibility requirements for persons or entities affected. Provide a statistical breakdown of persons or entities affected.

N/A

F. Describe how your program or function is administered. Include flowcharts, timelines, or other illustrations as necessary to describe agency policies and procedures. List any field or regional services.

N/A

G. Identify all funding sources and amounts for the program or function, including federal grants and pass-through monies. Describe any funding formulas or funding conventions. For state funding sources, please specify (e.g., general revenue, appropriations rider, budget strategy, fees/dues).

N/A

H. Identify any programs, internal or external to your agency, that provide identical or similar services or functions. Describe the similarities and differences.

N/A

I. Discuss how the program or function is coordinating its activities to avoid duplication or conflict with the other programs listed in Question H and with the agency's customers. If applicable, briefly discuss any memorandums of understanding (MOUs), interagency agreements, or interagency contracts.

N/A

J. If the program or function works with local, regional, or federal units of government include a brief description of these entities and their relationship to the agency.

N/A

K. If contracted expenditures are made through this program please provide:

- the amount of those expenditures in fiscal year 2006;
- the number of contracts accounting for those expenditures;
- a short summary of the general purpose of those contracts overall;
- the methods used to ensure accountability for funding and performance; and
- a short description of any current contracting problems.

N/A

L. What statutory changes could be made to assist this program in performing its functions? Explain.

N/A

M. Provide any additional information needed to gain a preliminary understanding of the program or function.

N/A

N. Regulatory programs relate to the licensing, registration, certification, or permitting of a person, business, or other entity. For each regulatory program, if applicable, describe:

- why the regulation is needed;
- the scope of, and procedures for, inspections or audits of regulated entities;
- follow-up activities conducted when non-compliance is identified;
- sanctions available to the agency to ensure compliance; and
- procedures for handling consumer/public complaints against regulated entities.

N/A

O. For each regulatory program, if applicable, provide the following complaint information. The chart headings may be changed if needed to better reflect your agency's practices.

Texas Equine Research Account Advisory Committee (Regulatory Program Name) Exhibit 12: Information on Complaints Against Regulated Persons or Entities Fiscal Years 2005 and 2006		
	FY 2005	FY 2006
Total number of regulated persons	0	0
Total number of regulated entities	0	0
Total number of entities inspected	0	0
Total number of complaints received from the public	0	0
Total number of complaints initiated by agency	0	0
Number of complaints pending from prior years	0	0
Number of complaints found to be non-jurisdictional	0	0
Number of jurisdictional complaints found to be without merit	0	0
Number of complaints resolved	0	0
Average number of days for complaint resolution	0	0
Complaints resulting in disciplinary action:	N/A	N/A
administrative penalty	0	0
Reprimand	0	0
Probation	0	0
Suspension	0	0
Revocation	0	0
Other	0	0

VIII. Statutory Authority and Recent Legislation

A. Fill in the following chart, listing citations for all state and federal statutes that grant authority to or otherwise significantly impact your agency. Do not include general state statutes that apply to all agencies, such as the Public Information Act, the Open Meetings Act, or the Administrative Procedure Act. Provide information on Attorney General opinions from FY 2003 - 2007, or earlier significant Attorney General opinions, that affect your agency's operations.

Texas Equine Research Account Advisory Committee Exhibit 13: Statutes/Attorney General Opinions	
Statutes	
Citation/Title	Authority/Impact on Agency (e.g., "provides authority to license and regulate nursing home administrators")
N/A	N/A
Attorney General Opinions	
Attorney General Opinion No.	Impact on Agency
N/A	N/A

B. Provide a summary of recent legislation regarding your agency by filling in the chart below or attaching information already available in an agency-developed format. Briefly summarize the key provisions. For bills that did not pass, briefly explain the key provisions and issues that resulted in failure of the bill to pass (e.g., opposition to a new fee, or high cost of implementation). See Exhibit 14 Example or [click here to link directly to the example](#).

Texas Equine Research Account Advisory Committee Exhibit 14: 80th Legislative Session Chart		
Bill Number	Author	Summary of Key Provisions
N/A	N/A	N/A

Legislation Not Passed - 80th Legislative Session		
Bill Number	Author	Summary of Key Provisions/Reason the Bill Did Not Pass
N/A	N/A	N/A

IX. Policy Issues

The purpose of this section is to briefly describe any potential issues raised by your agency, the Legislature, or stakeholders that Sunset could help address through changes in statute to improve your agency's operations and service delivery. This section is intended to give the Sunset Commission a basic understanding of the issues so staff can collect more information during our detailed research on your agency. Some questions to ask in preparing this section may include: (1) How can your agency do a better job in meeting the needs of customers or in achieving agency goals? (2) What barriers exist that limit your agency's ability to get the job done?

Emphasis should be given to issues appropriate for resolution through changes in state law. Issues related to funding or actions by other governmental entities (federal, local, quasi-governmental, etc.) may be included, but the Sunset Commission has no authority in the appropriations process or with other units of government. If these types of issues are included, the focus should be on solutions which can be enacted in state law. This section contains three components:

Brief Description of Issue.

Background. Include enough information to give context for the issue. Information helpful in building context includes:

- What specific problems or concerns are involved in this issue?
- Who does this issue affect?
- What is the agency's role related to the issue?
- Any previous legislative action related to the issue?

Possible Solutions and Impact. Provide potential recommendations to solve the problem. Feel free to add a more detailed discussion of each proposed solution, including:

- How will the proposed solution fix the problem or issue?
- How will the proposed change impact any entities or interest groups?
- How will your agency's performance be impacted by the proposed change?
- What are the benefits of the recommended change?
- What are the possible drawbacks of the recommended change?
- What is the fiscal impact of the proposed change?

Complete this section for each policy issue. Copy and paste boxes A through C as many times as needed to discuss each issue. See Policy Issue Example or [click here to link directly to the example](#).

A. Brief Description of Issue

In 1991, the 72nd Texas Legislature passed a major revision of the Texas Racing Act. House Bill 2263 dedicated a small portion of wagers made at horse tracks to fund the Equine Research Account. The Director of the Texas Agricultural Experiment Station is charged with managing the Equine Research Account and the Texas Equine Research Account Advisory Committee (TERAAC) makes recommendations to the Director on how this funding should be utilized. Since its inception in 1992, funding from the Equine Research Account has been used to fund grants to Texas faculty in support of equine research. Between 1994 and 2006 thirty-six grants totaling \$1,278,083 have been made to Texas researchers. Despite the relatively small size of these grants (\$35,500 per grant) this funding has been effectively leveraged by researchers to generate additional funds and significant research findings.

B. Discussion

Three issues which impact the ability of the Equine Research Account to fund research include:

- 1) The relatively small amount of funding (\$70,000 to \$177,000 per year) that has been available for distribution to researchers from the fund limits the scope and impact of research from supported by this fund.
- 2) The fluctuation in the amount of funding generated from year to year has made it difficult to fund multi-year projects.
- 3) In 2005 the Texas Legislature created a rider which states “Included in the appropriations above are fees collected in each year of the biennium beginning September 1, 2005, pursuant to Revised Texas Civil Statutes Annotated, art.179e, section 6.08(h), for the Equine Research Account in support of the Equine Research Program”. This rider requires the Texas Racing Commission (TRC) to transfer funds collected in support of Equine Research to the General Research Account and directs the Texas Agricultural Experiment Station to support Equine Research from annual appropriations.

C. Possible Solutions and Impact

- 1) Increase the percentage of the handle that is returned to the Equine Research Account in support of equine research.

Increasing the percentage of handle returned to the Equine Research Account would reduce the amount of funds distributed to horse owners and for TRC operations.

- 2) Create unexpended balance authority which will allow funds within the Equine Research Account to be carried over between fiscal years.

This would have no impact on other entities.

- 3) Create a General Revenue Dedicated (GRD) Equine Research Account in which these funds are deposited and appropriated to the Texas Agricultural Experiment Station in support of the equine industry as intended by current statute.

This would provide a more transparent and accountable method of funding research from monies collected by TRC which are intended to support equine research.

X. Other Contacts

A. Fill in the following chart with updated information on people with an interest in your agency, and be sure to include the most recent e-mail address.

Texas Equine Research Account Advisory Committee Exhibit 15: Contacts			
INTEREST GROUPS (groups affected by agency actions or that represent others served by or affected by agency actions)			
Group or Association Name/ Contact Person	Address	Telephone	E-mail Address
Texas Arabian Breeders Association Ed Wilson	P.O. Box 215 Forney, TX 75126	972-564-9430	wetaba@swbell.net
Texas Appaloosa Horse Club Lora Marshall	P.O. Box 506 Red Oak, TX 75154	972-723-3708	info@texasaphc.com
Texas Quarter Horse Association Rob Werstler	1101 W. Anderson Lane Austin, TX 78757	512-458-5202	robwerstler@hotmail.com
Texas Paint Horse Association Trigg Rentfro	P.O. Box 961023 Fort Worth, TX 76161-0023	817-834-2742	trigg@apha.com
Texas Thoroughbred Association David Hooper	P.O. Box 14967 Austin, TX 78761	512-458-6133	davidh@texasoroughbred.com
INTERAGENCY, STATE, OR NATIONAL ASSOCIATIONS (that serve as an information clearinghouse or regularly interact with your agency)			
Group or Association Name/ Contact Person	Address	Telephone	E-mail Address
Texas Racing Commission Charla Ann King	P.O. Box 12080 Austin, TX 78711-2080	512-78711-2080	caking@txrc.state.tx.us
LIAISONS AT OTHER STATE AGENCIES (with which your agency maintains an ongoing relationship, e.g., the agency's assigned analyst at the Legislative Budget Board, or attorney at the Attorney General's office)			
Agency Name/Relationship/ Contact Person	Address	Telephone	E-mail Address
N/A			

XI. Additional Information

A. Fill in the following chart detailing information on complaints regarding your agency. Do not include complaints received against people or entities you regulate. The chart headings may be changed if needed to better reflect your agency's practices.

Texas Equine Research Account Advisory Committee Exhibit 16: Complaints Against the Agency — Fiscal Years 2005 and 2006		
	FY 2005	FY 2006
Number of complaints received	0	0
Number of complaints resolved	0	0
Number of complaints dropped/found to be without merit	0	0
Number of complaints pending from prior years	0	0
Average time period for resolution of a complaint	0	0

B. Fill in the following chart detailing your agency's Historically Underutilized Business (HUB) purchases.

Texas Equine Research Account Advisory Committee Exhibit 17: Purchases from HUBs				
FISCAL YEAR 2004				
Category	Total \$ Spent	Total HUB \$ Spent	Percent	Statewide Goal
Heavy Construction	0	0	0	11.9%
Building Construction	0	0	0	26.1%
Special Trade	0	0	0	57.2%
Professional Services	0	0	0	20.0%
Other Services	62,244	0	0	33.0%
Commodities	0	0	0	12.6%
TOTAL	62,244	0	0	

FISCAL YEAR 2005				
Category	Total \$ Spent	Total HUB \$ Spent	Percent	Statewide Goal
Heavy Construction	0	0	0	11.9%
Building Construction	0	0	0	26.1%
Special Trade	0	0	0	57.2%
Professional Services	0	0	0	20.0%
Other Services	97,213	0	0	33.0%
Commodities	0	0	0	12.6%
TOTAL	97,213	0	0	
FISCAL YEAR 2006				
Category	Total \$ Spent	Total HUB \$ Spent	Percent	Statewide Goal
Heavy Construction	0	0	0	11.9%
Building Construction	0	0	0	26.1%
Special Trade	0	0	0	57.2%
Professional Services	0	0	0	20.0%
Other Services	99,066	0	0	33.0%
Commodities	0	0	0	12.6%
TOTAL	99,066	0	0	

C. Does your agency have a HUB policy? How does your agency address performance shortfalls related to the policy?

Yes, this is handled through the Texas Agricultural Experiment Station purchasing department.

D. For agencies with contracts valued at \$100,000 or more: Does your agency follow a HUB subcontracting plan to solicit bids, proposals, offers, or other applicable expressions of interest for subcontracting opportunities available for contracts of \$100,000 or more? (Tex. Government Code, Sec. 2161.252; TAC 111.14)

N/A

E. For agencies with biennial appropriations exceeding \$10 million, answer the following HUB questions.

	Response / Agency Contact
1. Do you have a HUB coordinator? (Tex. Government Code, Sec. 2161.062; TAC 111.126)	N/A
2. Has your agency designed a program of HUB forums in which businesses are invited to deliver presentations that demonstrate their capability to do business with your agency? (Tex. Government Code, Sec. 2161.066; TAC 111.127)	N/A
3. Has your agency developed a mentor-protege program to foster long-term relationships between prime contractors and HUBs and to increase the ability of HUBs to contract with the state or to receive subcontracts under a state contract? (Tex. Government Code, Sec. 2161.065; TAC 111.128)	N/A

F. Fill in the chart below detailing your agency's Equal Employment Opportunity (EEO) statistics.

Texas Equine Research Account Advisory Committee Exhibit 18: Equal Employment Opportunity Statistics							
FISCAL YEAR 2004							
Job Category	Total Positions	Minority Workforce Percentages					
		Black		Hispanic		Female	
		Agency	Civilian Labor Force %	Agency	Civilian Labor Force %	Agency	Civilian Labor Force %
Officials/Administration	0		7%		11%		31%
Professional	0		9%		10%		47%
Technical	0		14%		18%		39%
Protective Services	0		18%		21%		21%
Para-Professionals	0		18%		31%		56%
Administrative Support	1		19%		27%	100%	80%
Skilled Craft	0		10%		28%		10%
Service/Maintenance	0		18%		44%		26%

FISCAL YEAR 2005							
Job Category	Total Positions	Minority Workforce Percentages					
		Black		Hispanic		Female	
		Agency	Civilian Labor Force %	Agency	Civilian Labor Force %	Agency	Civilian Labor Force %
Officials/Administration	0		7%		11%		31%
Professional	0		9%		10%		47%
Technical	0		14%		18%		39%
Protective Services	0		18%		21%		21%
Para-Professionals	0		18%		31%		56%
Administrative Support	1		19%		27%	100%	80%
Skilled Craft	0		10%		28%		10%
Service/Maintenance	0		18%		44%		26%
FISCAL YEAR 2006							
Job Category	Total Positions	Minority Workforce Percentages					
		Black		Hispanic		Female	
		Agency	Civilian Labor Force %	Agency	Civilian Labor Force %	Agency	Civilian Labor Force %
Officials/Administration	0		7%		11%		31%
Professional	0		9%		10%		47%
Technical	0		14%		18%		39%
Protective Services	0		18%		21%		21%
Para-Professionals	0		18%		31%		56%
Administrative Support	1		19%		27%	100%	80%
Skilled Craft	0		10%		28%		10%
Service/Maintenance	0		18%		44%		26%

G. Does your agency have an equal employment opportunity policy? How does your agency address performance shortfalls related to the policy?

Yes, this is handled through the Texas Agricultural Experiment Station human resources office.

XII. Agency Comments

Provide any additional information needed to gain a preliminary understanding of your agency.
None.

ATTACHMENTS

Submit the following supplemental data or documents with the hard copy of the Self-Evaluation Report. Label each attachment with its number (e.g., Attachment 1). As part of the electronic version, attach a list of items submitted, but do not attach the actual documents to the electronic submission.

Attachments Relating to Key Functions, Powers, and Duties

1. A **copy** of the agency's enabling statute. **Attachment #1**
2. A **copy** of each annual report published by the agency from FY 2002 - 2006. **Attachment #2**
3. A **copy** of each internal or external newsletter published by the agency from FY 2005 - 2006. **None**
4. A **list** of publications and brochures describing the agency. **None**
5. A **list** of studies that the agency is required to do by legislation or riders. **None**
6. A **list** of legislative or interagency studies relating to the agency that are being performed during the current interim. **None**
7. A **list** of studies from other states, the federal government, or national groups/associations that relate to or affect the agency or agencies with similar duties or functions. **None**

Attachments Relating to Policymaking Structure

8. Biographical information (e.g, education, employment, affiliations, and honors) or resumes of all policymaking body members. **Attachment #3**
9. A **copy** of the agency's most recent rules. **Attachment #4**

Attachments Relating to Funding

10. A **copy** of the agency's Legislative Appropriations Request for FY 2008-2009. **None**
11. A **copy** of each annual financial report from FY 2004 - 2006. **Annual financial reports for TAES can be found at <http://www.tamus.edu/offices/budgets-acct/reports/statutory/AFR/index.html>**
12. A **copy** of each operating budget from FY 2005 - 2007. **None**

Attachments Relating to Organization

13. If applicable, a map to illustrate the regional boundaries, headquarters location, and field or regional office locations
None

Attachments Relating to Agency Performance Evaluation
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14. A **copy** of each quarterly performance report completed by the agency in FY 2004 - 2006. **None**
15. A **copy** of any recent studies on the agency or any of its functions conducted by outside management consultants or academic institutions. **None**
16. A **copy** of the agency's current internal audit plan. **None**
17. A **list** of internal audit reports from FY 2003 - 2007 completed by or in progress at the agency. **None**
18. A **list** of State Auditor reports from FY 2003 - 2007 that relate to the agency or any of its functions. **None**
19. A **copy** of any customer service surveys conducted by or for your agency in FY 2006. **None**