2008 Farm Bill: Section 10201

Plant Pest and Disease Management
and Disaster Prevention

FY13 Process:
Submitting a Suggestion

Adobe Connect--Logistics

- Chat Boxes - We will monitor for questions
- Polls – Provide Feedback
- Mute unless you want to speak
- *6 will mute a cell phone

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Agenda:

- Suggestion Process: Overview and the Areas of Emphasis
- Metastorm Farm Bill Suggestion System Demonstration
- Question & Answer Period

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Farm Bill – Section 10201

- **APHIS Farm Bill 10201 Website:**
  - www.aphis.usda.gov/section10201

- **Be sure to review:**
  - FY 2013 Overview of Section 10201 Goals, Strategies, and Categories
  - FY13 Suggestor Help Session Webinar slides

Goal Area Strategies

Goal Area	Revised Strategies
Goal 1: Enhance plant pest/disease analysis and survey	Identify risk factors and high-risk pathways by analysis of available data Target high priority pests for survey along national and local high-risk pathways Fully fund high priority nationally-directed pest surveys in support of specialty crops, trade, and regulatory activities Fully fund state-specific pest surveys in support of state pest risk and priorities
Goal 2: Target domestic inspection activities at vulnerable points in the safeguarding continuum	Promote and expand inland inspections of containers and mail facilities, where possible Expand the use of canine teams for domestic survey activities Promote increased levels of inspection for regulated articles for interstate movement

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Goal Area Strategies

Goal 3: Enhance and strengthen pest identification and technology	**Improve all aspects of early detection resources** **Enhance pest screening expertise and taxonomic capacity** **Increase the deployment of molecular diagnostic tools** **Develop and implement a comprehensive traps and lures management program** **Pursue offshore initiatives to optimize early detection programs**
Goal 4: Safeguard nursery production	Develop science-based best management practices and risk mitigation practices to exclude, contain, and control regulated pests from the nursery production chain Develop and harmonize audit-based Nursery Certification Programs

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Goal Area Strategies

Goal 5: Conduct outreach and education to increase understanding, acceptance, and support of plant pest and disease eradication and control efforts	**Prevent the introduction or spread of high-consequence pests into and around the United States, particularly in high-risk areas** **Develop people to strengthen the safeguarding system** **Increase the number of people actively looking for and reporting high-consequence pests at vulnerable points along high-risk pathways**
Goal 6: Enhance mitigation capabilities	Improve the mechanism to assess and decide an appropriate short term course of action to a new pest Utilize initial response protocols for the overarching goals of containment, control, or eradication at the onset of plant health emergencies Prepare the agency and collaborative programs in the use of the Incident Command System (ICS) Provide technical assistance prior to, during, and immediately following the development of a plant health emergency through the development of New Pest Response Guidelines (Action Plans)

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Metastorm Application:

- Web-Based tool (no downloads).
- Metastorm works best with Microsoft Internet Explorer (IE) –Other Browsers or other versions of IE ***may NOT*** work properly.
  - IE versions 7.0, 8.0 and 9.0 are certified on Windows 7 and Windows Vista (though IE 9.0 on Vista requires SP2)
  - Mozilla Firefox 8 has been certified on Windows operating systems
- 60 minute time out with no activity.
  - Save your work often.

https://bpm.aphis.usda.gov/Metastorm/Login.aspx

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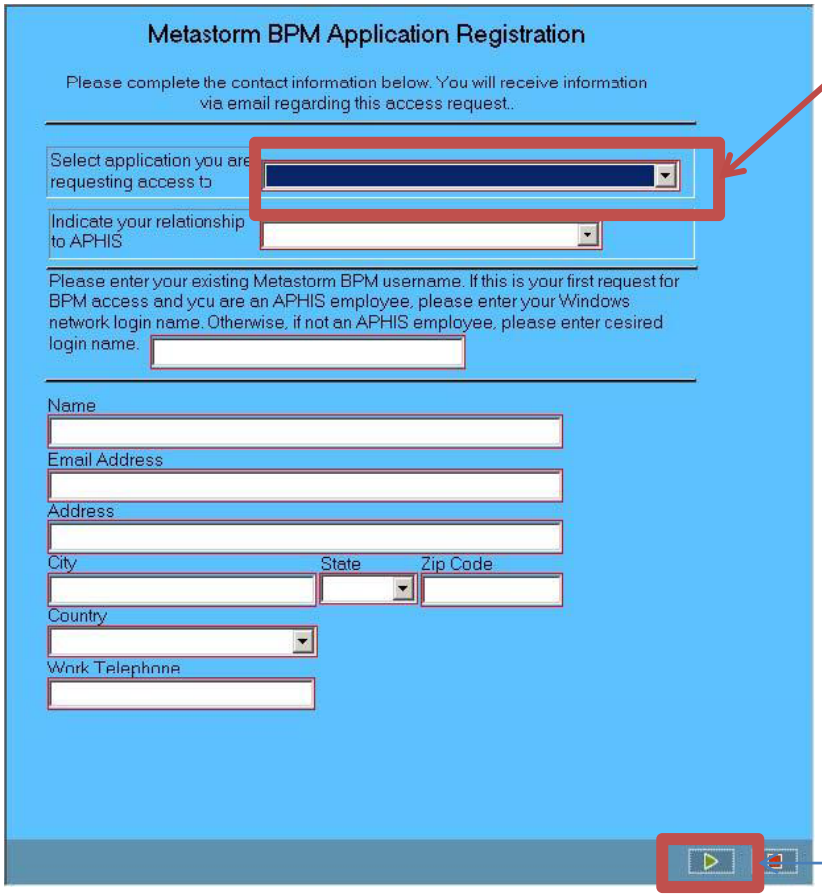
Metastorm Access - Registration



Select: PPQ_Farm_Bill_Suggestion1

1) Click Green Arrow.
2) Pop up window may ask if you want to close window – click "Yes"

https://bpm7.aphis.usda.gov/MetaStorm/eForm.aspx?Map=APHIS Proc Reg&Client=External

j1

Slide 9

j1 Is this the correct link? I think: https://publicbpm.aphis.usda.gov/MetaStorm/ Will work.
jcrowe, 2/15/2012

Metastorm Access - Registration

Three E-Mails should be received within 48 hours.

1) User ID
2) Initial Password
3) Access granted to “PPQ Farm Bill Suggestion”

emails come from: donotreply@aphis.usda.gov

(Check your Junk Mail or Spam folder)

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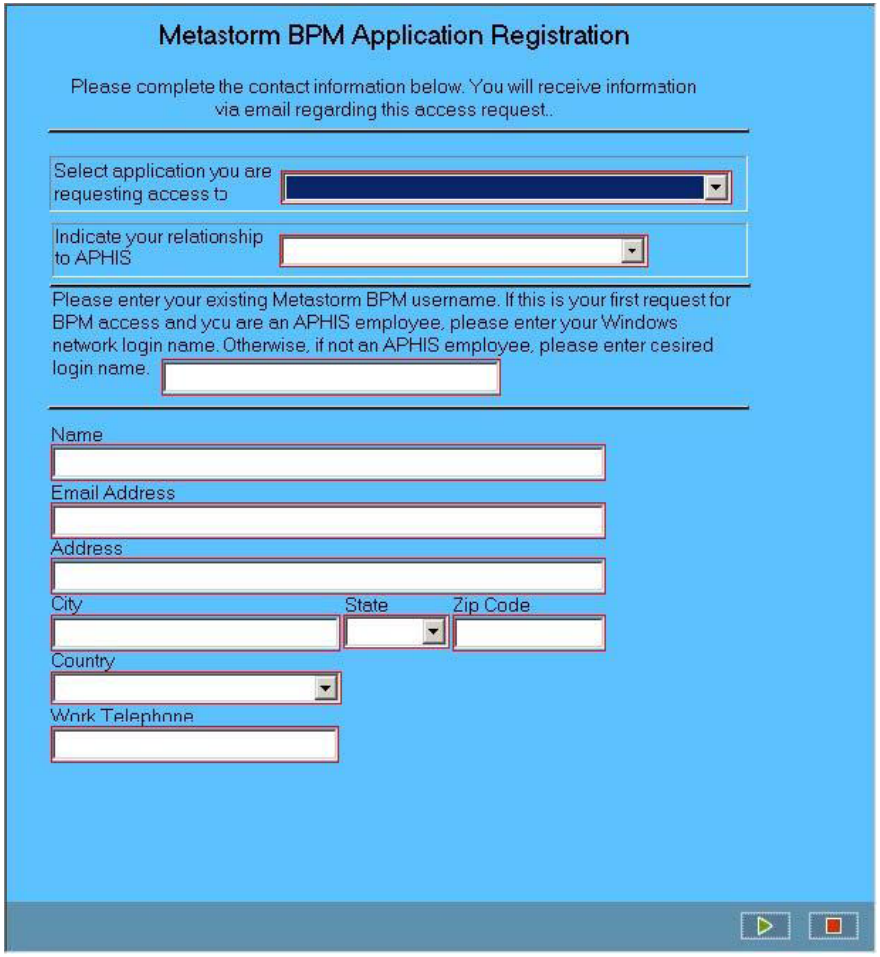
Metastorm – Tips



When registering –

- This window should close
- No immediate confirmation your request was received
- E-mails to follow

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Metastorm – Password Reset

- Resetting Expired, Lost or Forgotten User Name or Passwords:
  - CALL ATAC at (877) 944 – 8457, select Option 1
  - E-mail at aphisremedy@aphis.usda.gov
- ONLY APHIS Technical Assistance Center (ATAC) can reset passwords or User Names.

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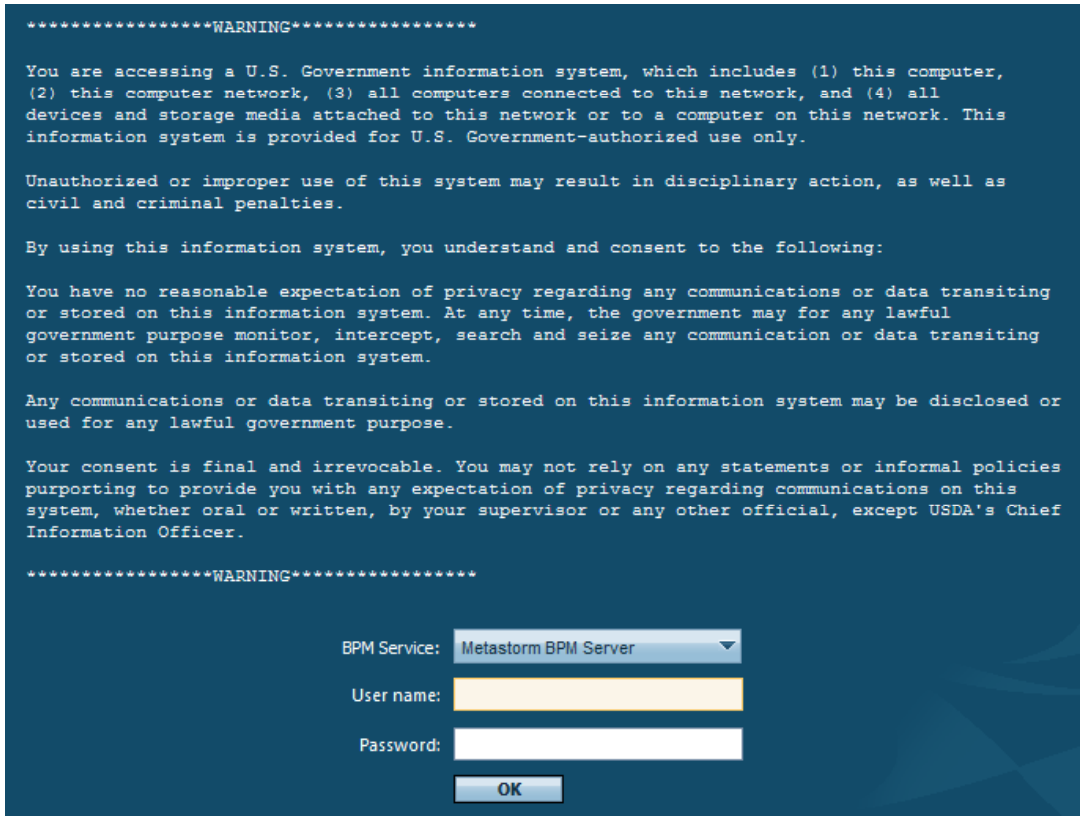
Metastorm – Accessing the System:



https://bpm.aphis.usda.gov/Metastorm/Login.aspx

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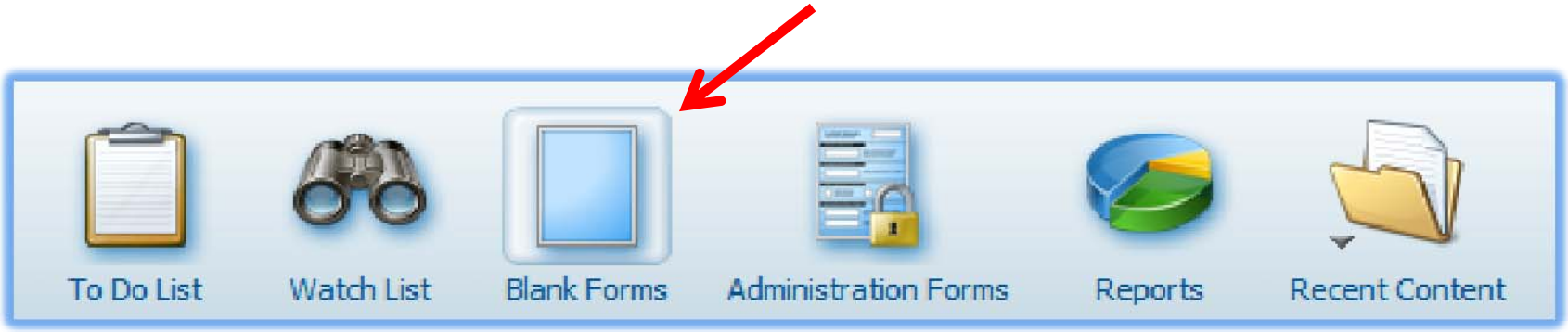
Metastorm – Drafting a Suggestion



- Click the ‘Blank Forms’ icon

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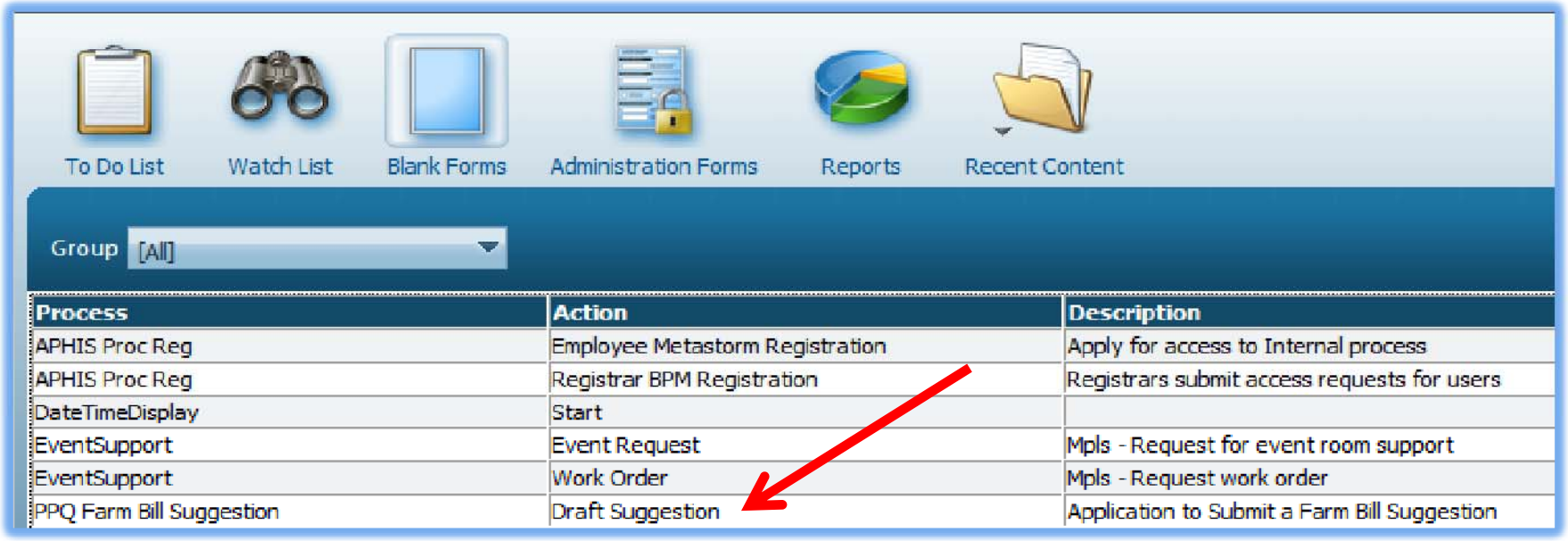
Metastorm – Drafting a Suggestion



Process	Action	Description
APHIS Proc Reg	Employee Metastorm Registration	Apply for access to Internal process
APHIS Proc Reg	Registrar BPM Registration	Registrars submit access requests for users
DateTimeDisplay	Start	
EventSupport	Event Request	Mpls - Request for event room support
EventSupport	Work Order	Mpls - Request work order
PPQ Farm Bill Suggestion	Draft Suggestion	Application to Submit a Farm Bill Suggestion

- Click on the row for PPQ Farm Bill Suggestion

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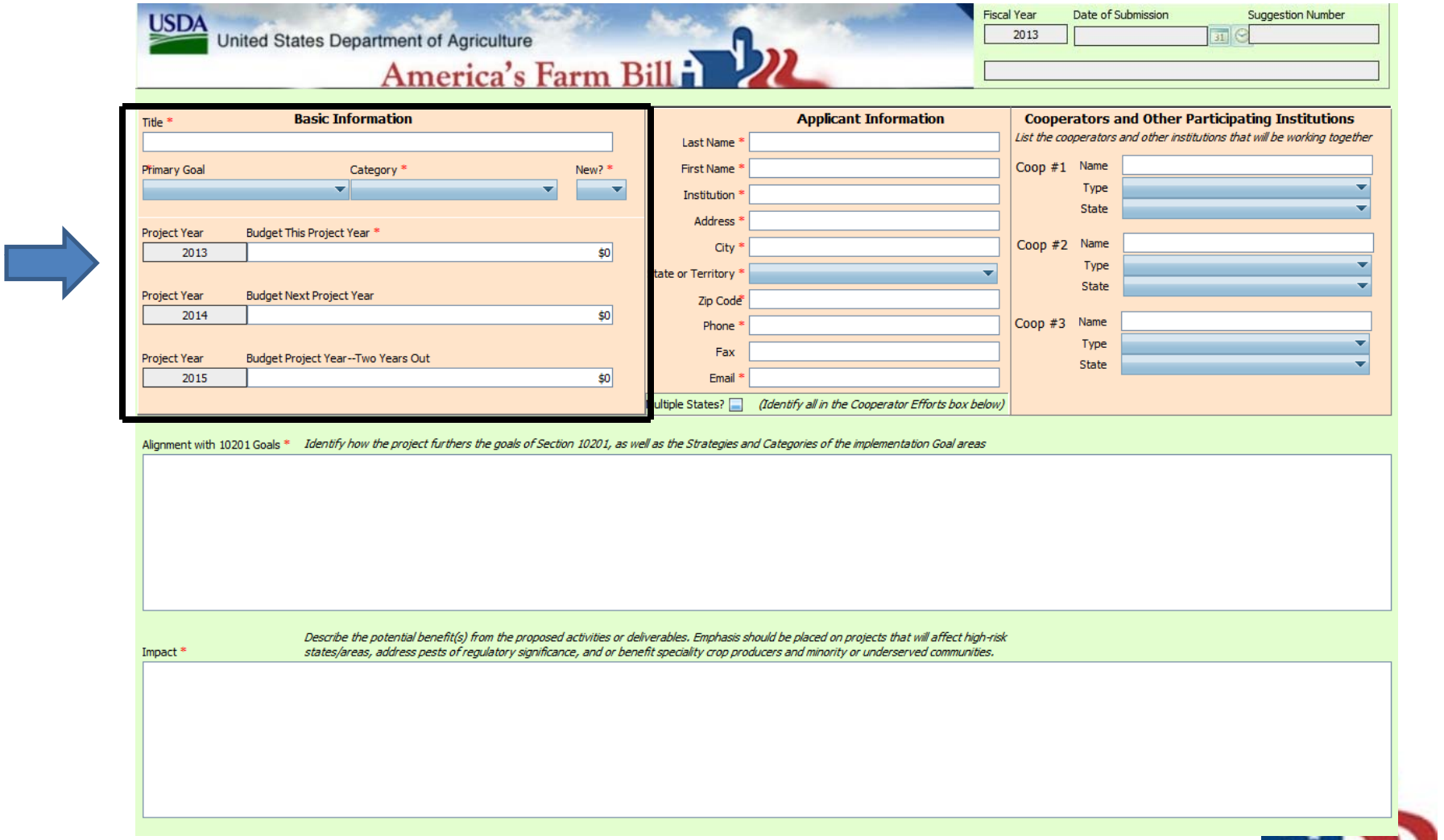
Metastorm – Drafting a Suggestion



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Metastorm – Drafting a Suggestion

Title – Descriptive

Primary Goal Select one

1) Enhanced Analysis and Survey
2) Targeted Domestic Inspection
3) Enhanced Pest ID and Technology
4) Safeguard Nursery Production
5) Conduct Outreach and Education
6) Enhanced Mitigation Capabilities

Red asterisk indicates a required field

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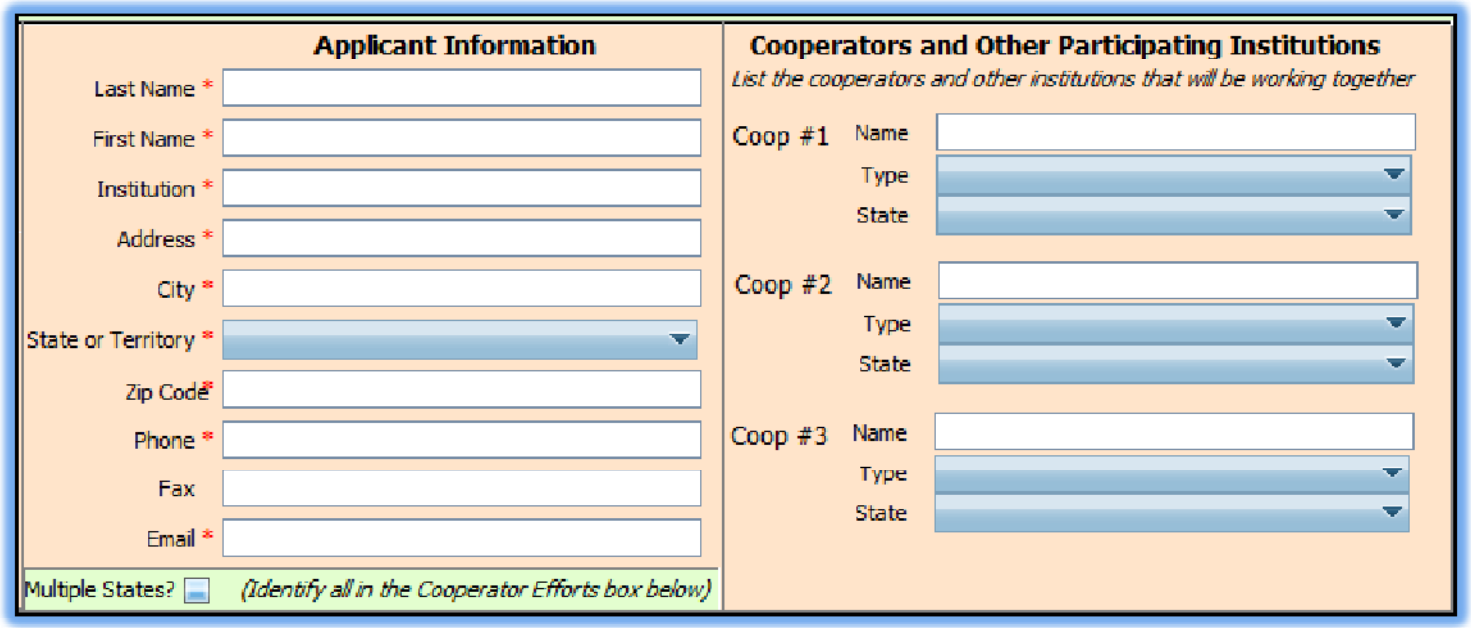
Metastorm – Drafting a Suggestion



Applicant Information

Last Name *
First Name *
Institution *
Address *
City *
State or Territory *
Zip Code *
Phone *
Fax
Email *
Multiple States? *(Identify all in the Cooperator Efforts box below)*

Cooperators and Other Participating Institutions

List the cooperators and other institutions that will be working together

Coop #1 Name
Type
State

Coop #2 Name
Type
State

Coop #3 Name
Type
State

- Exact cooperators don't need to be known
  - Be sure to communicate with potential cooperators before submitting suggestion. If funded, the exact cooperators will be needed during the agreement process.

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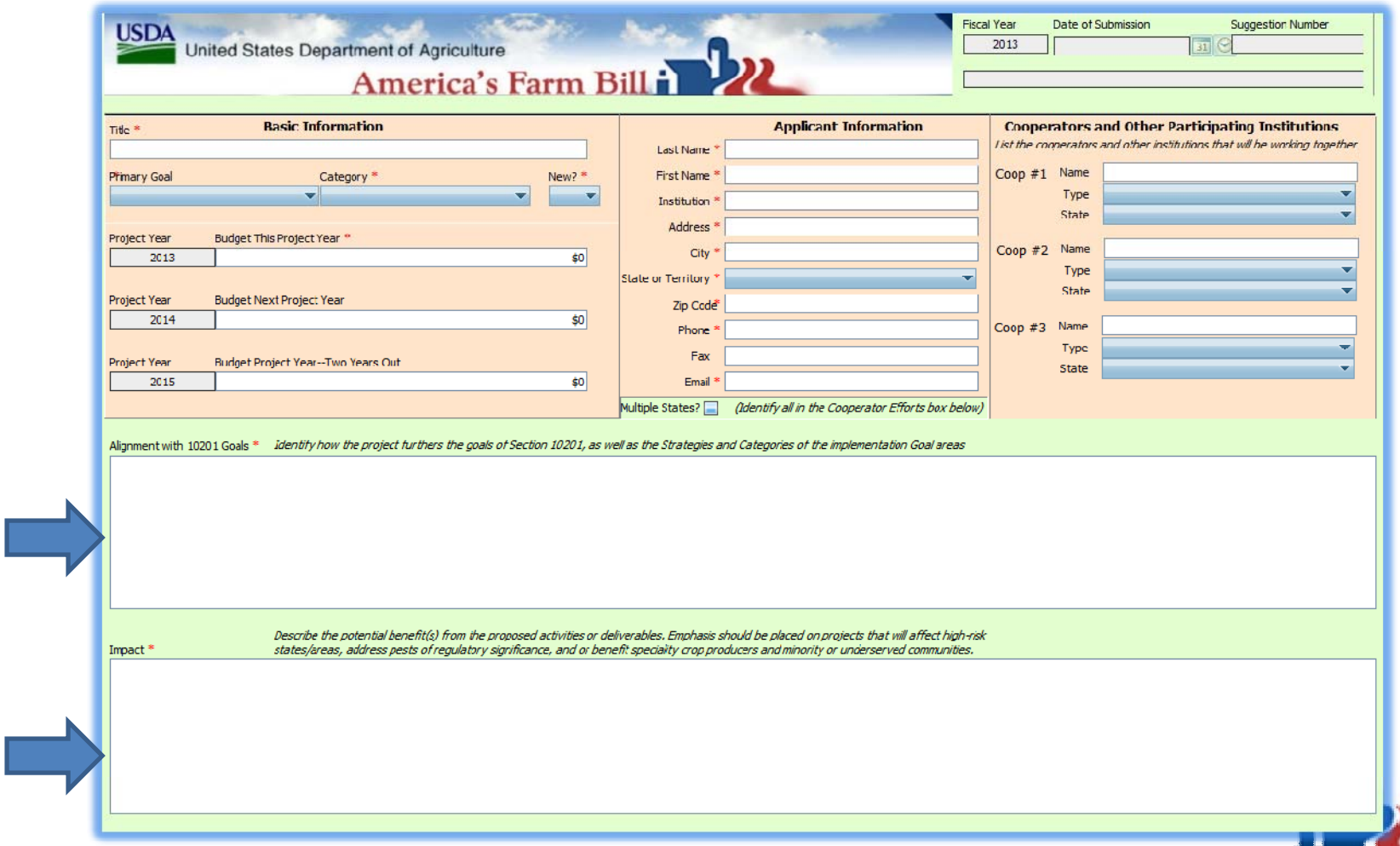
Metastorm – Drafting a Suggestion



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Metastorm: Drafting a Suggestion

Suggestion Form: 6 questions to answer

1) Alignment with 10201 goals - *Identify how the project furthers the goals of Section 10201, as well as the Strategies and Categories of the implementation Goal areas*
2) Impact – *Describe the potential benefit(s) from the proposed activities or deliverables. Emphasis should be placed on projects that will affect high-risk states/areas, address pests of regulatory significance, and or benefit specialty crop producers and minority or underserved communities.*

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Metastorm: Drafting a Suggestion

3) Technical Approach – *Describe the technical approach to be employed, including a description of methodology and a summary of the various tasks to be undertaken. Briefly discuss project milestones, time tables, and performance measures.*

4) Cooperator Efforts - *Discuss the roles of any cooperators or other participating institutions (states, universities, others).*

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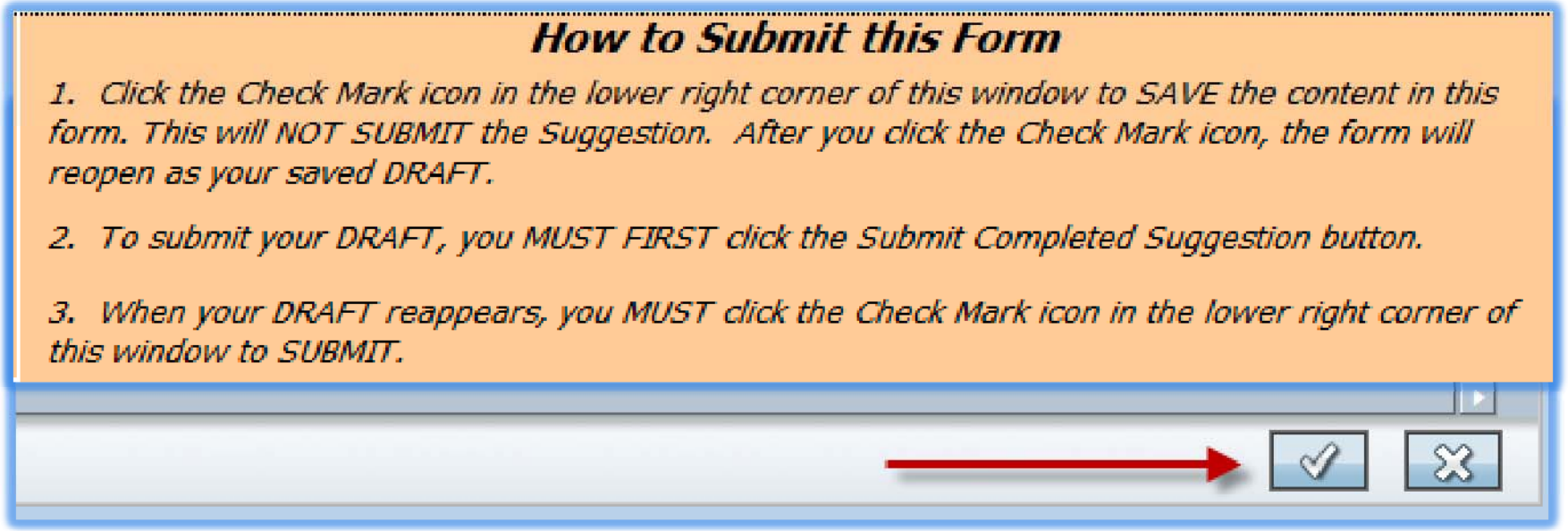
Metastorm: Drafting a Suggestion

5) Budget Plan - *Describe the budget spending plan, with emphasis on types of expenses, utilization of additional resources and timing (phasing).*

6) Prior Experience/Accomplishments – *Describe directly relevant prior experience or other evidence of ability to perform: special projects, scientific papers, trade publications, etc. For renewing projects, list experience and accomplishments to date.*

Metastorm – Drafting a Suggestion

Click the Check Mark icon in the bottom-right corner of this window to SAVE the content in this form.



After you click the Check Mark icon the form will reopen as your saved draft.

Saves Draft – <u>This WILL NOT Submit the Suggestion</u>

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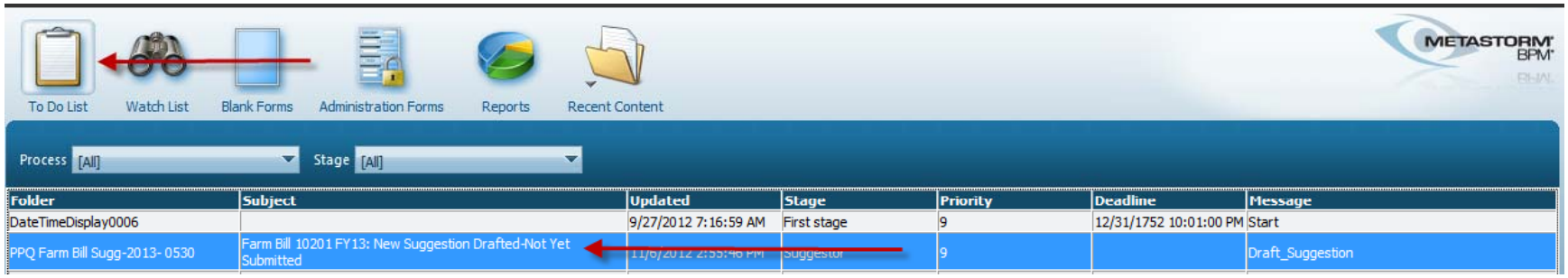
Metastorm – Entering a Suggestion

What happens when you save a DRAFT:

- A unique suggestion number is assigned,
- The information in the suggestion form is saved,
- An email is transmitted to the Suggestor, acknowledging the receipt of the DRAFT suggestion (and including all contents),
- The form refreshes and reopens in read-only mode,

- The following actions are available to the Suggestor at this pre-Submittal point,
  - Add Note
  - Edit
  - Close (or Exit); because the suggestion is saved, you can close the form and return later to review and finalize, by Adding Notes or Editing.
  - Submit Completed Suggestion (see details below)

Metastorm – Locating Draft Suggestion



- Log in to Metastorm
- Click on To Do List icon
- Click on the row for Draft_Suggestion
  - note that a unique suggestion number has been assigned (e.g., 2013-NNNN)

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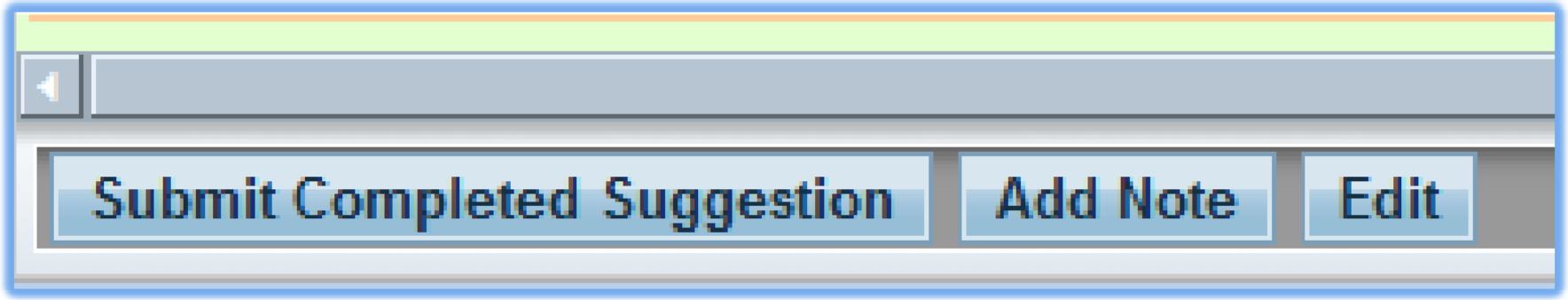
Metastorm – Entering a Suggestion



- Submit Completed Suggestion – Submits the form for consideration.
- Add a Note – Comments for future reference; not seen by the Review Team. Information for review should be in the form.
- Edit – Allows editing of the suggestion.

IMPORTANT – AFTER SUBMISSION NO EDITS CAN OCCUR!

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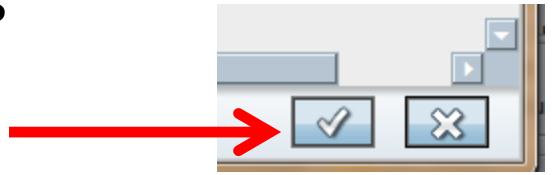
Metastorm – Editing a Suggestion

- Click the "Edit" button at bottom left of the page. When editing is complete, click the check button in the lower right corner of the page to save your changes.
- Follow same process for Adding Notes



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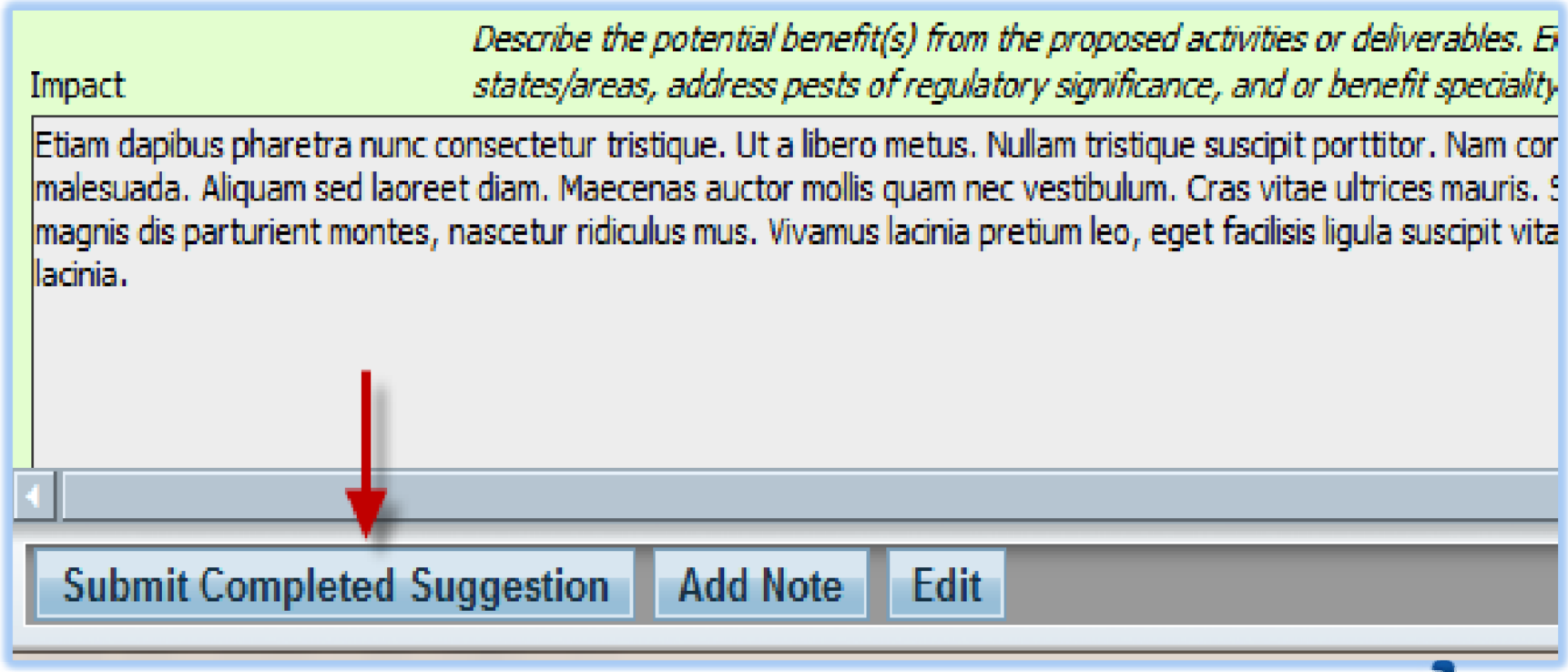
Metastorm – Entering a Suggestion

To submit your DRAFT you MUST click the Submit Completed Suggestion button on the lower left corner of the page. This will start the submittal process; there is one more step…



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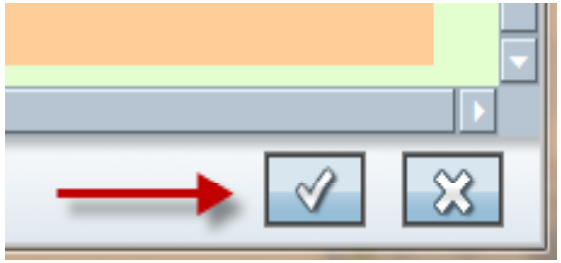
Metastorm – Entering a Suggestion

Click the Check Button:

- Submits the suggestion and closes the form
- Updates status (from To Do list to Watch list)
- Generates a system email back to the Suggestor.



IMPORTANT – AFTER SUBMISSION NO EDITS CAN OCCUR!

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Metastorm – Submitting a Suggestion

Metastorm Account emails come from: donotreply@aphis.usda.gov

Thank you for Drafting the suggestion **G1_Analysis_FH_0530_xdgg** for the Farm Bill Section 10201 FY13 Suggestion Review Process.
Your suggestion is currently Drafted but **Not Yet Submitted**. Therefore, you may still log in to the Metastorm FY13 Farm Bill Suggestion System to review and edit it.
IMPORTANT: you must log in to Metastorm and Submit your suggestion in order for us to review it for funding consideration.
Farm Bill Program Team
DO NOT REPLY TO THIS EMAIL ADDRESS
If you have any questions about the FY13 suggestions submittal and review process, please send them to PPQ.Section.Farmbill-10201@aphis.usda.gov

You will also receive an e-mail Confirmation after successful submission

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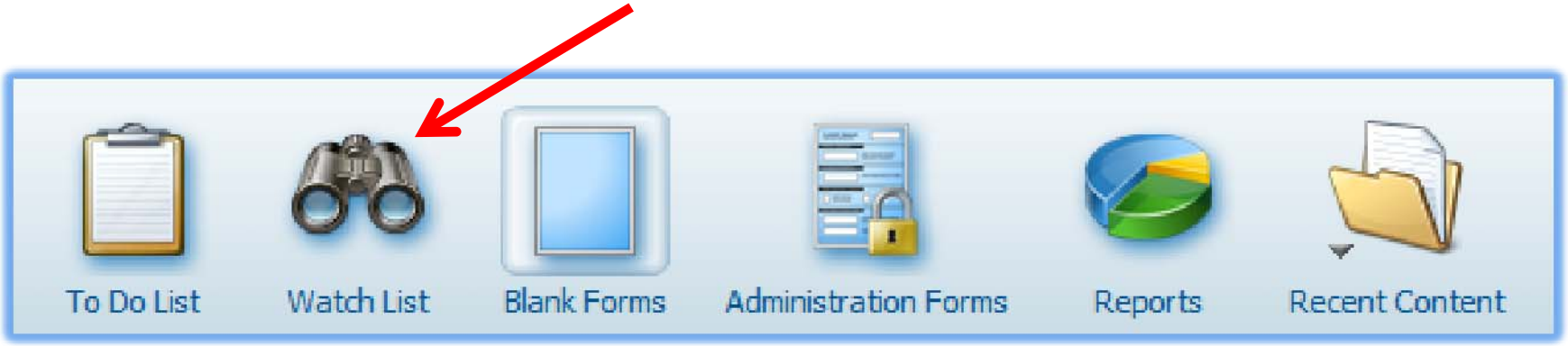
Metastorm – Confirming Suggestion



- Log back into Metastorm
- Click “Watch List” icon
- Confirm/Review suggestion(s) is/are there
- Status can also be checked here

IMPORTANT – AFTER SUBMISSION NO EDITS CAN OCCUR!

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Metastorm – Tips

- Make sure your Pop-Up blocker is off.

- Close all Internet Explorer Windows and Reopen.

Metastorm Account emails come from: donotreply@aphis.usda.gov

  - Check your Junk Mail or Spam folder just in case.

- Make sure you're using Internet Explorer.

2008 Farm Bill

Contacts:

Goal Team Leads		
Goal 1 Survey John Bowers John.Bowers@aphis.usda.gov **Goal 1 Analysis** Dan Borchert Daniel.M.Borchert@aphis.usda.gov	**Goal 2** Tim McNary Timothy.J.McNary@aphis.usda.gov	**Goal 3** Joe Cavey Joseph.F.Cavey@aphis.usda.gov
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Group Email

PPQ.Section.Farmbill-10201@aphis.usda.gov

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Stay Connected

- Go to the Farm Bill Section 10201 Web Site
  www.aphis.usda.gov/section10201

- Subscribe to the Stakeholder Registry - Farm Bill Section 10201 topic at: http://bit.ly/aphisupdates

or click the red envelope on http://www.aphis.usda.gov

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Questions?

PPQ.Section.Farmbill-10201@aphis.usda.gov

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