

Foreign Assistance Data Reporting Guide for ForeignAssistance.gov Users



This guide is intended to provide users with an overview of the foreign assistance data published to ForeignAssistance.gov for the U.S. Department of Agriculture (USDA). This guide is updated on an annual basis, with the last update occurring in November 2016. Any limitations to the agency-reported data are noted in Section 4 of this document.

1. Summary of USDA's Foreign Assistance Portfolio

The United States Department of Agriculture (USDA) supports international initiatives in the areas of natural resources and environment, natural resources conservation, trade capacity building, food assistance, food safety inspection, economic research, agricultural research, animal and plant health inspection, and marketing services.

Four USDA agencies implement these foreign assistance programs:

1. *Animal and Plant Health Inspection Service (APHIS)*
2. *Agricultural Research Service (ARS)*
3. *Forest Service (FS)*
4. *Foreign Agricultural Service (FAS)*

Animal Plant Health Inspection Service

The Animal and Plant Health Inspection Service (APHIS) leads USDA's efforts in protecting animal and plant health. Together with its stakeholders, APHIS promotes the health of animal and plant resources to facilitate their movement in the global marketplace and to ensure abundant agricultural products and services for U.S. customers. APHIS strives to assure its stakeholders that it is on guard against the introduction or re-emergence of animal and plant pests and diseases that could limit agricultural production and damage export markets. APHIS helps to protect the United States from emerging plant and animal pests and diseases while meeting obligations under the World Trade Organizations SPS agreement by assisting developing countries in improving their safeguarding systems. APHIS develops and implements programs designed to identify and reduce agricultural pest and disease threats while still outside of U.S. borders, to enhance safe agricultural trade, and to strengthen emergency response preparedness.

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TREASURY ACCOUNT CODE	TREASURY ACCOUNT TITLE	MANAGING OFFICE	TIMEFRAME REPORTED	REPORTED	NOT YET REPORTED	% OF TOTAL FOREIGN ASSISTANCE PORTFOLIO
12-1600	Salaries and Expenses	International Services	2012 – 2015	X		100

Agricultural Research Service

The Agricultural Research Service (ARS), Office of International Research Programs (OIRP) is the main contact for international activities in the Agricultural Research Service (ARS). OIRP, in communication with the ARS Office of National Programs, engages strategic international partnerships that can enhance the productivity, effectiveness, and USDA programs' impact of ARS National Programs, as well as furthers the goals of the United States Government. ARS receives funds from USAID to leverage research cooperative agreements that support the Foreign Assistance mission and the Agency's own research mission to support U.S. agriculture. This research is frequently carried out with international partners.

TREASURY ACCOUNT CODE	TREASURY ACCOUNT TITLE	MANAGING OFFICE	TIMEFRAME REPORTED	REPORTED	NOT YET REPORTED	% OF TOTAL FOREIGN ASSISTANCE PORTFOLIO
12-1021	Development Assistance, Agency for International Development, Funds Appropriated to the President	Office of International Research Programs	2012 – Present	X		95
12-1075	Nonproliferation, Anti-Terrorism, Demining and Related Programs, International Security Assistance, State	Office of International Research Programs	2012 – Present	X		2.5

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TREASURY ACCOUNT CODE	TREASURY ACCOUNT TITLE	MANAGING OFFICE	TIMEFRAME REPORTED	REPORTED	NOT YET REPORTED	% OF TOTAL FOREIGN ASSISTANCE PORTFOLIO
12-1037	Economic Support Fund, Fund Appropriated to the President	Office of International Research Programs	2012 – Present	X		2.5

Foreign Agricultural Service

The Foreign Agricultural Service (FAS) leads USDA's efforts to help developing countries improve their agricultural systems and build their trade capacity. The agency also administers food assistance programs that benefit people in need around the world. FAS's food security programs are a key component of Feed the Future, the U.S. government's global hunger and food security initiative. The Office of Capacity Building and Development overseas two categories of funding that constitute the agency's foreign assistance portfolio: 1) food assistance programs and 2) agricultural fellowships and exchange programs.

The Food Aid Division provides foreign assistance funding under three separate authorities:

1. Section 3107 of the Farm Security and Rural Investment Act of 2002 (P.L. 107-171) authorized the McGovern-Dole International Food for Education and Child Nutrition Program (McGovern-Dole). It was reauthorized by the Agricultural Act of 2014. The regulations governing this program are found in 7 CFR Subtitle B (Regulations of the Department of Agriculture) Chapter XV (Foreign Agricultural Service) Part 1599. McGovern-Dole provides for the donation of agricultural commodities and the provision of financial and technical assistance to improve the education, food security and health of school-age children, especially girls, in developing countries. The key objectives of McGovern-Dole are improved health and dietary practices and improved literacy of school-age children. This is being reported to ForeignAssistance.gov.

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2. The Food Security Act of 1985 (P.L. 99-198) authorized the Food for Progress Program (FFPr). The regulations governing this program are found in 7 CFR Subtitle B (regulations of the Department of Agriculture) Chapter XIV (Foreign Agricultural Service) Part 1499. The Food for Progress Program provides for the donation of U.S. agricultural commodities to developing countries and emerging democracies that are committed to introducing or expanding free enterprise in their agricultural economies. Donated commodities are sold in the recipient countries and the proceeds of the “monetization” are used to fund agricultural development activities. In practice, USDA undertakes multi-year agreements with cooperating sponsors (i.e., eligible organizations include PVOs, cooperatives, IOs, and recipient-country governments). Cooperating sponsors request commodities from USDA. In response, USDA’s Commodity Credit Corporation (CCC) purchases the requested commodities from the U.S. market and ships them to the recipient country using either appropriated Title I funds or CCC financing. Upon arrival, USDA transfers them to the implementing organizations for monetization. Since Congress has not appropriated any new Title I program funds since FY2006, the Food for Progress Program now relies entirely on CCC financing. The program is limited by statute to pay no more than \$40 million annually for freight costs, which limits the amount of commodities that can be shipped, particularly in years with high shipping costs. In addition, up to \$15 million of program funds are available to assist the implementing partners to set up and run program activities. This is being reported to ForeignAssistance.gov.
3. Section 3206 of the Food, Conservation, and Energy Act of 2008 (7 U.S.C. 1726c) authorized the Local and Regional Food Aid Procurement Program (LRP). The regulations of the LRP Programs are laid out in 7 CFR Subtitle B (Regulations of the Department of Agriculture) Chapter XV (Foreign Agricultural Service) Part 1590. The purpose of the LRP Program is to support development activities aimed at strengthening the trade capacity of food-insecure developing countries, to address the cause of chronic food insecurity, and to respond to food crises and disasters. The LRP Program is intended to be used to complement existing food aid programs, especially the McGovern-Dole program to fill in food availability gaps and strengthen local value chains and associated procurement. This will be reported to ForeignAssistance.gov beginning in FY2016.

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In addition to the food assistance programs, the Office of Capacity Building and Development also sponsors agricultural fellowship and exchange programs to enable international researchers, policymakers and agricultural specialists to work alongside their U.S. counterparts, acquiring knowledge and skills to help build their countries' agricultural sectors. The agency implements its fellowship and exchange programs through the Norman E. Borlaug International Agricultural Science and Technology Fellowship Program (Borlaug Fellowship Program), the Faculty Exchange Program, and the Scientific Cooperation Research Program. These programs receive USDA appropriated funds and will be reported to ForeignAssistance.gov beginning in FY2016.

1. The Borlaug Fellowship Program promotes food security and economic growth by providing training and collaborative research opportunities to fellows from developing and middle-income countries. Borlaug fellows are generally scientists, researchers or policymakers who are in the early or middle stages of their careers. Each fellow works one-on-one with a mentor at a U.S. university, research center, or government agency, usually for 6-12 weeks.
2. The Faculty Exchange Program enhances the teaching ability of agricultural educators from institutions of higher learning in developing countries. Participants come to the United States for one academic semester (4-5 months) to increase their knowledge of, and ability to teach, agricultural economics, marketing, business, and law in a market-based economy.
3. The Scientific Cooperation Research Program supports joint research, extension, and education projects — lasting up to two years — among domestic and international agricultural professionals. These projects address issues including agricultural trade and market access, animal and plant health, biotechnology, food safety and security, and sustainable natural resource management in the United States and internationally.

FAS also implements agricultural training and collaborative research programs on behalf of other U.S. Government agencies such as the Department of State and the U.S. Agency for International Development. These activities are called Scientific Exchanges, and they are funded through interagency transfers. These activities will be reported to ForeignAssistance.gov beginning in FY2016.

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12-4336-0-3-999 (12X4336)	Commodity Credit Corporation Fund (Food for Progress is financed by this account.)	Food Aid Division, Foreign Agricultural Service, Office of Capacity Building and Development	2012 – Present	X		43
12-2903-0-1-151 (12X2903)	McGovern-Dole International Food for Education	Food Aid Division, Foreign Agricultural Service, Office of Capacity Building and Development	2012 – Present	X		55
12-4336-0-3-999	Commodity Credit Corporation Fund (LRP is financed by this account.)	Food Aid Division, Foreign Agricultural Service, Office of Capacity Building and Development	2016	X		1
12X2900	Salaries and Expenses, Foreign Agricultural Service (Borlaug Fellowship Program)	Trade and Scientific Exchanges Division, Office of Capacity Building and Development, Foreign	2016	X		1

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		Agricultural Service				
12X2900	Salaries and Expenses, Foreign Agricultural Service (Faculty Exchange Program)	Trade and Scientific Exchanges Division, Office of Capacity Building and Development, Foreign Agricultural Service	2016	X		<1
12X2900	Salaries and Expenses, Foreign Agricultural Service (Scientific Cooperation Research Program)	Trade and Scientific Exchanges Division, Office of Capacity Building and Development, Foreign Agricultural Service	2016	X		<1
12X2900	Salaries and Expenses, Foreign Agricultural Service (Scientific Exchanges)	Trade and Scientific Exchanges Division, Office of Capacity Building and Development, Foreign Agricultural Service	2016	X		0

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Forest Service

The U.S. Forest Service, International Program Office works internationally for what we can contribute—and for what we can gain. The agency seeks to foster sustainable natural resource management, biodiversity conservation, climate change mitigation & adaptation, and disaster preparedness & response throughout the world. Through international engagement, the U.S. Forest Service supports American forestry interests while exposing the agency’s workforce to new ideas and experiences. The Forest Service works collaboratively with partners who include host-country governments, international environmental organizations, other U.S. government agencies, private sector firms and local organizations. The Forest Service’s work takes place in the following regions and countries: Africa, Asia & the Pacific, Middle East, Russia, Europe & Eurasia & Latin America, Canada, & the Caribbean.

Since international cooperation is necessary to sustain the ecological and commercial viability of global forest resources and to conserve biodiversity, most of our work is done in collaboration with other organizations. Our partners include:

- Other U.S. Government agencies, such as the U.S. Department of State, the United States Agency for International Development, Millennium Challenge Corporation and Foreign Agricultural Service; they are funded through interagency transfers. These activities will be reported to ForeignAssistance.gov beginning in FY2016;
- Multilateral institutions such as the World Bank and United Nations Food and Agriculture Organization;
- Non-government organizations, such as Wild Salmon Center and The Nature Conservancy; and,
- Universities.

TREASURY ACCOUNT CODE	TREASURY ACCOUNT TITLE	MANAGING OFFICE	TIMEFRAME REPORTED	REPORTED	NOT YET REPORTED	% OF TOTAL FOREIGN ASSISTANCE PORTFOLIO
12-1105	State and Private Forestry	International Program Office	2012 – Present	X		100

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2. Data Source

TREASURY ACCOUNT CODE	TREASURY ACCOUNT TITLE	SOURCE SYSTEM	SYSTEM TYPE	TRANSACTION TYPE	AID TYPE
Animal Plant Health Inspection Service (APHIS)					
1261600	APHIS Salaries and Expenses (OTTO-Overseas Technical and Trade Operations)	FMMI	Financial/Accounting	Obligations/Disbursements	Appropriation
12X1600	APHIS Salaries and Expenses (Avian Health)	FMMI	Financial/Accounting	Obligations/Disbursements	Appropriation
Agricultural Research Service					
58-0210-3-012 (12-1021)	FtF ¹	FMMI	Financial/Accounting	Disbursements	Salary & benefits, travel, materials & supplies for research
58-0210-5-008 (12-1021)	MERIMIS ²	FMMI	Financial/Accounting	Disbursements	Travel Expenses
58-0210-3-009 (12-1021)	BEP ³	FMMI	Financial/Accounting	Disbursements	Travel Expenses
58-0210-3-005 (12-1021)	LandPKS ⁴	FMMI	Financial/Accounting	Disbursements	Salary & benefits, travel, materials & supplies for research
Foreign Agricultural Service					

¹ Feed the Future

² Middle East Regional Irrigation Management Information System

³ Biosecurity Engagement Program

⁴ Land Potential Knowledge Systems

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12X2903	McGovern-Dole International Food for Education	WBSCM ⁵	Financial/ Accounting	Obligations/ Disbursements	Cooperative Agreements/Grants
12X4336	Commodity Credit Corporation (Source of funding for Food for Progress)	WBSCM	Financial/ Accounting	Obligations/ Disbursements	Cooperative Agreements /Grants
12X4336	Commodity Credit Corporation (Source of funding for Local and Regional Food Aid Procurement Program)	TBD	TBD	Obligations/ Disbursements	Cooperative Agreements /Grants
12X2900	Salaries and Expenses, Foreign Agricultural Service (Source of Borlaug Fellowship Program)	FMMI ⁶	Financial/ Accounting (FMMI)	Obligations/ Disbursements	Reimbursable Agreements /Grants
		Grantor	Program Management	Narrative and Invoicing	
12X2900	Salaries and Expenses, Foreign Agricultural Service (Source of Faculty Exchange Program)	FMMI	Financial/ Accounting (FMMI)	Obligations/ Disbursements	Reimbursable Agreements /Grants
		Grantor	Program Management	Narrative and Invoicing	

⁵ Web Based Supply Chain Management

⁶ Financial Management Modernization Initiative

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12X2900	Salaries and Expenses, Foreign Agricultural Service (Source of Scientific Cooperation Research Program)	FMMI	Financial/Accounting (FMMI)	Obligations/Disbursements	Reimbursable Agreements /Grants
		Grantor	Program Management	Narrative and Invoicing	
12X2900	Salaries and Expenses, Foreign Agricultural Service (Source of Scientific Exchanges)	FMMI	Financial/Accounting (FMMI)	Obligations/Disbursements	Reimbursable Agreements /Grants
		Grantor	Program Management	Narrative and Invoicing	
Forest Service					
16-11132762-235 (12-1105)	RTP	FMMI	Financial/Accounting	Disbursements	Salary & benefits, travel, materials & supplies for research
16-11132762-236 (12-1105)	FWP Track	FMMI	Financial/Accounting	Disbursements	Travel Expenses
16-11132762-156 (12-1105)	OHV	FMMI	Financial/Accounting	Disbursements	Travel Expenses
16-111327625-251 (12-1105)	GRAH CL		Financial/Accounting	Disbursements	Salary & benefits, travel, materials & supplies for research

3. Data Reporting

Animal Plant Health Inspection Service

In FY2016, APHIS began tracking capacity building activity expenses through a data element in FMMI at the transaction level. Prior to FY2016, the reporting was done

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manually. Data is retrieved quarterly to meet the reporting requirements of the [Office of Management and Budget Bulletin 12-01](#). The data is reviewed and approved for publication by APHIS staff before submission to the USDA Office of the Chief Financial Officer which transmits the data to the ForeignAssistance.gov website.

Agricultural Research Service

The data made available on ForeignAssistance.gov is drawn from a custom Unliquidated Obligations Report (ULO), based on ARS's FMMI General Ledger data, and prepared quarterly for publication on the website. It includes disbursements made against the obligated agreements; each new obligation made to increase funding in the agreement is listed as a separate item. The data also includes actions against obligations made in prior years; only those projects with disbursement activity is being reported. Project activities are still ongoing even in those quarters where no disbursement activity is demonstrated.

Foreign Agricultural Service

For food assistance programs, the data made available on ForeignAssistance.gov is drawn from the WEBSCM accounting system. Data is reported on a quarterly basis throughout the fiscal year. It includes disbursements for freight, commodities and admin payments, made against multi-year cooperative agreements (obligations) signed with qualifying PVOs, cooperatives, international organizations, and foreign governments.

FAS will begin reporting the agricultural fellowship and exchange programs in FY2016. The majority of the data for these programs will be drawn from the FMMI and Grantor systems. Data that cannot be drawn from the systems will be manually imputed by agency personnel. Data will be reported on a quarterly basis throughout the year. The data will include agency obligations to implementing partners (typically U.S. Land Grant Universities) as well as disbursements for program expenses such as transportation, equipment, and principal investigator fees. These disbursements are made to the implementing partners on a reimbursable basis. The data is reviewed and approved for publication by FAS staff before submission to the USDA Office of the Chief Financial Officer which transmits the data to the ForeignAssistance.gov website.

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Forest Service

Data Reporting (FS): The data made available on ForeignAssistance.gov is drawn from FMMI & Natural Resource Manager (NRM) part of a Forest Service Grant System.

FMMI & NRM provides several different ways to get data out of the corporate application. These paths include easy to use data formats that are provided through NRM Output Tools that extract, manipulate, and display data from corporate applications and other data sources. Examples of Output Tools used by NRM are the [Corporate Data Warehouse \(CDW\)](#), [Enterprise Data Warehouse \(EDW\)](#), [Geospatial Interface \(GI\)](#), [I-Web User Views](#), and [I-Web Microsoft Access/Excel Add-in Tool](#). The content from these tools are used for publication designed for easy access and simple use.

The Unliquidated Obligations Report (ULO) is prepared for publication. It includes disbursements made against the obligated agreements; each new obligation made to increase funding in the agreement is listed as a separate item.

The data is reviewed and approved for publication by Forest Service staff before submission to the USDA Office of the Chief Financial Officer which transmits the data to the ForeignAssistance.gov website.

4. Data Reporting Limitations

Animal Plant Health Inspection Service

APHIS is continues to comply with the Office of Management and Budget (OMB) Bulletin 12-01 requirements. The Agency's activities are generally one-time events instead of ongoing programs, and will accordingly only be reported once or twice (dependent on whether the disbursements occur within the same quarter as the obligation) in APHIS data submissions. Other activities use reimbursable funds and thus are not considered reportable by APHIS but by the awarding Agency.

Agricultural Research Service

The Agricultural Research Service does not have any data limitations at this time.

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Foreign Agricultural Service

The agency's financial and program management systems do not capture all of the data fields mandated by OMB Bulletin 12-01. Efforts are underway to improve both the quality and scope of data reporting, particularly for the agricultural fellowship and exchange programs. These programs rely on FMFI for accounting information and Grantor for narrative information and a limited scope of financial information. While these systems contribute valuable data to ForeignAssistance.gov, they are not able to fully meet the data requirements of OMB Bulletin 12-01. As a result, the agency developed 19 business rules that will guide agency personnel in manually inputting the data required by OMB. In the future, the agency may consider system enhancements to address some of these data reporting limitations. Examples of agency business rules include:

- **Award Extending Organization - Office:** the agency's program management and financial systems do not capture "Award Extending Organization - Office" for transactions. The agency has established a business rule that lists "Office of Capacity Building and Development - Trade and Scientific Exchanges Division" for this field.
- **Award Implementing Organization - DUNS Number:** in rare occasions, the Award Implementing Organization will be a foreign government; however, foreign governments do not have DUNS Numbers. In this case, the agency established a business rule that lists "Foreign Government" in this field.
- **Award Tied Status:** the agency's program management and financial systems do not capture "Award Tied Status" for transactions. The agency has established a business rule that lists "Partially Tied" for this field since agreements with implementing partners often include procurement preferences i.e. Fly America Act.

Forest Service

There are no known data limitations on the foreign assistance data required to be reported to ForeignAssistance.gov.