

E-Gov: Approved Implementation Milestones by Agency

Agency	Implementation Milestone Information					
Initiative						
Phase	Milestone	Mjr	Qtr	FY	Complete?	Comments
U.S. Agency for International Development						
USA Services						
Work with USA Services to provide Tier 1 customer contact support	Provide report to OMB and USA Services with the expiration date for all existing outsourced contact center contracts		Q4	2005	✓	10/21/05 -- N/A. Task is considered complete since it does not apply. As previously reported to OMB, USAID has no outsourced contact center contracts and USAID has no plans to enter into any contact center contracts
	Provide report to OMB and USA Services on agency incoming email volumes via web site email forms, 'contact us' email addresses, and public affairs offices to determine if consolidation would be beneficial using FirstContact as the main point of contact		Q1	2006	✓	12/1/05 -- 12/1/2005 -- USAID confirmed receipt of these reports with Stuart Willoughby at GSA. 12/1/2005 -- USAID maintains a modest in-house contact center that responds to, or routes and tracks all incoming public inquiries. The center is staffed with 2.5 FTEs Information Analysts who track and assure response to all incoming telephone messages (including the traditional Federal 'personnel locator' service) e-mails and traditional mail inquiries. For example, volume for the 4 week period between October 10 and November 4 is as follows: -- telephone inquiries: 2,229 -- e-mail inquiries: 582 (including misdirects forwarded to USAServices) -- traditional mail: 24 -- wa k-in inquiries: 53 This low volume is handled comfortably with the minimum level of existing staff.
	Provide report to OMB and USA Services on all toll-free numbers to determine if consolidation is beneficial using FirstContact as the main point of contact		Q1	2006	✓	12/1/05 -- 12/1/2005 -- USAID confirmed receipt of these reports with Stuart Willoughby at GSA. 12/1/2005 -- USAID maintains one inactive domestic toll-free number. At present, this toll-free number is not utilized nor advertised. The toll-free service is 'activated' only a time-period when a very large-scale overseas disaster befalls a USAID-assisted country with a large Diaspora in the United States. At that time, USAID utilizes -- on a contract basis -- call center services. The last time this service was activated was in 1998 when Hurricane Mitch hit Central America. USAID activated it's toll-free assistance number at the request of the White House to provided people within the U.S. information on how to assist the victims of the hurricane. USAID quickly reached agreement with FEMA to utilize its phone center facilities to respond to this request. 1998 was the last time that external call center services were utilized by the agency. More recent examples (the 2005 Tsunami, for instance) now indicates that world wide web information services can effective displace the need for toll-free call centers. USAID does not foresee a scenario when our domestic toll-free number and call center would be activated.

U.S. Agency for International Development

USA Services

Provide report to OMB and USA Services describing all existing in-house contact centers and/or citizen response activities and whether FirstContact is an option to replace or supplement these centers and activities	Q1	2006	✓	12/1/05 -- 12/1/2005 -- USAID confirmed receipt of these reports with Stuart Willoughby at GSA. 12/1/2005 --- USAID maintains a modest in-house contact center that responds to, or routes and tracks all incoming public inquiries. The center is staffed with 2.5 FTEs Information Analysts who track and assure response to all incoming telephone messages (including the traditional Federal 'personnel locator' service) e-mails and traditional mail inquiries. For example, volume for the 4 week period between October 10 and November 4 is as follows: -- telephone inquiries: 2,229 -- e-mail inquiries: 582 (including misdirects forwarded to USAServices) -- traditional mail: 24 -- wa k-in inquiries: 53 This low volume is handled comfortably with the minimum level of existing staff.
Complete the USA Services "Government-wide Assessment of Citizen Service Activities" for all relevant citizen activities.	Q2	2007	✓	3/15/07 -- OMB - Conditional acceptance granted pending submission of required evidence of completion prior to end of quarter. 3/6/07 -- 3/1/07 -- USAID is on schedule to meet this milestone by the end of the quarter.

E-Rulemaking

Convert paper-based docket processing to electronic docket processing using Federal Docket Management System	Provide report to OMB and E-Rulemaking identifying all paper-based agency rulemaking docket systems	Q4	2005	✓	10/21/05 -- N/A. Task is considered complete since it does not apply.	
Convert paper-based agency rulemaking docket systems to E-Rulemaking's Federal Docket Management System		✓	Q1	2007	✓	12/11/06 -- OMB - Conditional acceptance granted pending submission of required evidence of completion prior to end of quarter. 12/4/06 -- 12/1/06 -- USAID is working with EPA to convert to electronic E-Rulemaking through the FDMS and is scheduled to be complete by the end of the quarter. Expected launch date for FDMS is December 15, 2006. 10/9/06 -- Per initiative's finalized implementation schedule. 9/11/06 -- OMB - Agency will not be held to this milestone in Q406. Date will be moved upon receipt of agreed upon implementation dates with Managing Partner. 9/5/06 -- OMB has previously acknowledged that milestones associated with E-Rulemaking, as they relate to systems, do not apply to USAID. However, please acknowledge that E-Rulemaking is not considered to be a high-value E-Government initiative to the implementation of USAID's mission and the Agency has historically had very little involvement in this initiative. 7/14/06 -- New Dates are Still Pending 6/9/06 -- Milestone is delayed and will be re-scheduled to align with the updated E-Rulemaking implementation plan. Agency will not be held accountable for this milestone until new dates are established. 6/2/06 -- 6/1/06--A) N/A OMB has previously acknowledge that milestones associated with E-Rulemaking do not apply to USAID B) Still pending guidance from OMB on completion dates 4/13/06 -- New completion dates are still pending approval by the EC and OMB.

U.S. Agency for International Development

E-Rulemaking

Consolidate/Migrate agency public comment systems to government-wide public comment solution managed by Rulemaking

Provide report to OMB and E-Rulemaking identifying all agency rulemaking public comment systems

Q4 2005

✓

10/21/05 -- N/A.Task is considered complete since it does not apply.

Finalize implementation dates with Managing Partner.

✓ Q4 2006

✓

10/9/06 -- Per initiative's finalized implementation schedule.
9/15/06 -- USAID will not be held accountable for this milestone in Q4 FY06. Date will be moved upon receipt of agreed upon implementation dates with Managing Partner.
9/5/06 -- OMB has previously acknowledged that milestones associated with E-Rulemaking, as they relate to systems, do not apply to USAID. However, please acknowledge that E-Rulemaking is not considered to be a high-value E-Government initiative to the implementation of USAID's mission and the Agency has historically had very little involvement in this initiative.

Migrate agency rulemaking public comment systems to E-Rulemaking's public comment solution

✓ Q1 2007

✓

12/11/06 -- OMB - Conditional acceptance granted pending submission of required evidence of completion prior to end of quarter.
12/4/06 -- 12/1/06 -- USAID is working with EPA to convert to E-Rulemaking's public comment solution and is scheduled to be complete by the end of the quarter.
10/9/06 -- Per initiative's finalized implementation schedule.
9/11/06 -- OMB - Agency will not be held to this milestone in Q406. Date will be moved upon receipt of agreed upon implementation dates with Managing Partner.
9/5/06 -- OMB has previously acknowledged that milestones associated with E-Rulemaking, as they relate to systems, do not apply to USAID. However, please acknowledge that E-Rulemaking is not considered to be a high-value E-Government initiative to the implementation of USAID's mission and the Agency has historically had very little involvement in this initiative.
7/14/06 -- New Dates are Still Pending
6/9/06 -- Milestone is delayed and will be re-scheduled to align with the updated E-Rulemaking implementation plan. Agency will not be held accountable for this milestone until new dates are established.
6/2/06 -- 6/1/06--A) N/A OMB has previously acknowledge that milestones associated with E-Rulemaking do not apply to USAID B) Still pending guidance from OMB on completion dates
4/13/06 -- New completion dates are still pending approval by the EC and OMB.

Agency**Initiative**

Phase

Implementation Milestone Information

Milestone

Mjr Qtr FY Complete? Comments

U.S. Agency for International Development**E-Rulemaking**

Shut down existing agency rulemaking public comment systems

✓ Q2 2007 ✓

3/6/07 -- 3/1/07 -- USAID has fully migrated to the FDMS system. Although USAID did not have a prior official rulemaking system, the Agency has eliminated any former internal processes used for Rulemaking.

10/9/06 -- New date

9/11/06 -- Agency will not be held to this milestone in Q406. Date will be moved upon receipt of agreed upon implementation dates with Managing Partner.

9/5/06 -- OMB has previously acknowledged that milestones associated with E-Rulemaking, as they relate to systems, do not apply to USAID. However, please acknowledge that E-Rulemaking is not considered to be a high-value E-Government initiative to the implementation of USAID's mission and the Agency has historically had very little involvement in this initiative.

7/14/06 -- New Dates are Still Pending

Post all agency public comment announcements to government-wide public comment solution managed by Rulemaking

Establish process within the agency for posting all agency rulemaking public comment announcements to E-Rulemaking's public comment solution

✓ Q1 2007 ✓

12/11/06 -- OMB - Conditional acceptance granted pending submission of required evidence of completion prior to end of quarter.

12/4/06 -- 12/1/06 -- USAID is working with EPA and is scheduled to establish a process for posting E-Rulemaking public comment announcements to the E-Rulemaking's public comment solution by the end of the quarter.

10/9/06 -- Per initiative's finalized implementation schedule.

9/11/06 -- OMB - Agency will not be held to this milestone in Q406. Date will be moved upon receipt of agreed upon implementation dates with Managing Partner.

9/5/06 -- USAID will work with EPA and the Regulations.gov PMO to post any Agency rule making public comments managed by the E-Rulemaking PMO, as appropriate. However, please acknowledge that E-Rulemaking is not considered to be a high-value E-Government initiative to the implementation of USAID's mission and the Agency has historically had very little involvement in this initiative.

7/14/06 -- New Dates are Still Pending

6/9/06 -- Milestone is delayed and will be re-scheduled to align with the updated E-Rulemaking implementation plan. Agency will not be held accountable for this milestone until new dates are established.

6/2/06 -- 6/1/06--A) N/A OMB has previously acknowledge that milestones associated with E-Rulemaking do not apply to USAID B) Still pending guidance from OMB on completion dates

4/13/06 -- New completion dates are still pending approval by the EC and OMB.

Federal Asset Sales

Participate with the FAS team in the development of a common federal solution

Designate an agency representative to participate with the FAS team in the development of common federal personal and real property solutions

Q4 2005 ✓

10/21/05 -- Paul Booze of the Office of Administration is USAID's representative for this initiative.

Agency**Initiative****Phase****Implementation Milestone Information****Milestone****Mjr Qtr FY Complete? Comments****U.S. Agency for International Development****Federal Asset Sales**

Consolidate/Migrate personal property reuse and disposal process to FAS

Provide report to OMB and FAS describing agency's existing personal property sales processes

Q4 2005

✓

10/21/05 -- Completed. USAID disposes of agency personal property thru a partnership with USDA. We submit this information to USDA on an as needed basis.

Inventory all systems that currently support personal property disposal and identify the systems that may be shut down

Q1 2007

✓

12/26/06 -- OMB - Agency did not submit evidence of completion to the initiative as required.
12/11/06 -- OMB - Conditional acceptance granted pending submission of required evidence of completion prior to end of quarter.
12/4/06 -- 12/1/06 --USAID already uses the services from USDA to provide sales services for personal property

Identify dates for migrating to Sales Center for personal property.

Q1 2007

✓

1/5/07 -- OMB - Milestone is complete because FAS is not yet prepared for foreign assets.
12/26/06 -- OMB - Agency did not submit evidence of completion to the initiative as required.
12/11/06 -- OMB - Conditional acceptance granted pending submission of required evidence of completion prior to end of quarter.
12/4/06 -- 12/1/06 --USAID already uses the services from USDA to provide sales services for personal property
11/21/06 -- The wording on this milestone has been modified for clarification and phase consistency; the intent of the milestone remains the same. The portion of the milestone which read 'identify dates for providing data for real property sales' has been moved to the real property phase.

MOU or interagency agreements with selected sales centers, consistent with migration schedule

✓

Q3 2007

✓

6/4/07 -- 6/1/07 -- USAID has executed a MOU with the U.S. Department of Agriculture.

U.S. Agency for International Development

Federal Asset Sales

Consolidate/migrate personal property sales process to FAS Sales Centers.	✓	Q4	2007	✓	<p>9/11/07 -- The Planning Office Concurrs</p> <p>9/5/07 -- 08/29/07 -- Per Marie Miller's email, the PP Migration Plan was submitted to FAS PMO, Eric Dunham, on 08/29/07. Per email from Veronica Busby; domestically, USAID uses USDA – Centralize Excess Property Operations (USDA) for disposal of excess property within USA. Internationally, USAID does not declare its overseas property excess. USAID overseas property is designated as replacement property. This designation allows USAID to utilize proceeds of sale for the purchase of other replacement property. Approval to declare property foreign excess must be obtained from headquarters on a case-by-case basis for both USAID and Department of State. USAID property is sold by competitive sales (auction, sealed bid and spot bid) at our overseas missions based on the local custom and tax requirements. USAID was advised by the lead agency, GSA, that a waiver for international personal property is not required as this process in not applicable at this time.</p> <p>10/13/06 -- OMB - Completion quarter can change based on agency agreed upon migration plan.</p> <p>9/11/06 -- Agency will not be held accountable for this milestone in Q406 pending a finalized transition plan from FAS.</p> <p>9/5/06 -- Please acknowledge that Federal Asset Sales is not considered to be a high-value E-Government initiative to the implementation of USAID's mission and the Agency has historically had very little involvement in this initiative.</p> <p>7/26/06 -- This milestone is pending the finalized transition plan to be approved by the ESC and will likely be moved to Q1 FY07. Agencies and the initiative will need to work together to complete transition to a sales center in accordance with each agency's plan.</p>
Shut down systems supporting the agency's existing personal property sales processes that are redundant to the initiative solution.	✓	Q1	2008	✓	<p>10/15/07 -- [OMB] OMB - per the PP Migration Certification, the agency indicated there were no systems to shut down. Therefore, this milestone is considered complete.</p> <p>10/13/06 -- OMB - Completion quarter can change based on agency agreed upon migration plan.</p> <p>9/11/06 -- Agency will not be held accountable for this milestone in Q406 pending a finalized transition plan from FAS.</p> <p>9/5/06 -- Please acknowledge that Federal Asset Sales is not considered to be a high-value E-Government initiative to the implementation of USAID's mission and the Agency has historically had very little involvement in this initiative.</p> <p>7/26/06 -- This milestone is pending the finalized transition plan to be approved by the ESC and will likely be moved to Q1 FY07. Agencies and the initiative will need to work together to complete transition to a sales center in accordance with each agency's plan.</p>
Consolidate/Migrate real property reuse and disposal process to FAS		Q4	2005	✓	10/21/05 -- Completed. USAID currently utilizes 2 GSA Occupancy Agreements, providing space in RRB and in a warehouse in Springfield. Additionally, we have a commercial lease for the ERS.

Agency**Initiative****Phase****Implementation Milestone Information****Milestone****Mjr Qtr FY Complete? Comments****U.S. Agency for International Development****Federal Asset Sales**

Inventory all systems that currently support real property disposal and identify dates for providing data for real property sales.

Q1 2007 ✓

1/5/07 -- OMB - Milestone is complete because FAS is not yet prepared for foreign assets.
 12/26/06 -- OMB - Agency did not submit evidence of completion to the initiative as required.
 12/11/06 -- OMB - Conditional acceptance granted pending submission of required evidence of completion prior to end of quarter.
 12/4/06 -- 12/1/06 --USAID does not have a system that specifically supports real property disposal.
 11/21/06 -- The wording on this milestone has been modified for clarification and phase consistency; the intent of the milestone remains the same. The portion of the milestone which read 'identify dates for providing data for real property sales' has been moved to the real property phase.

Provide required real property data on assets available for sale per the ESC approved process.

Q4 2007 ✓

9/11/07 -- The Planning Office Concur
 9/5/07 -- 08/29/07 -- The RP Migration Plan Certification was submitted to the FAS PMO, Eric Dunham, on 08/29/07 by Marie Miller via email. Per email from Veronica Busby; domestically, USAID does not own real estate; all proprieties used by USAID within the United States of America are leased through GSA. Internationally, USAID currently has no international real estate for sale to report. When international real estate is available for sale, it will be reported via ESC procedures in conjunction with Department of State. USAID will provide overseas real estate data to the International Real Estate page of the Federal Asset Sales (FAS) website, through State Department (OBO/RE/AQM), along with a USAID contact for information regarding the listing. A meeting is schedule this week to work out the procedures.

Provide required sales data and metrics on completed sales per ESC approved process.

✓ Q1 2008 ✓

12/10/07 -- [Init] PO Agrees
 12/4/07 -- 11/30/07 -- FAS RP Performance Measures Template received from Nora Lewis on 11/30/07. Per Marie Miller's email to the FAS PMO (GSA), the FAS RP Performance Measures Template was submitted on 11/30/07.
 4/11/07 -- OMB - This milestone is moved to Q1FY08.

Business Gateway

Consolidate/Migrate on-line business compliance systems to Business Gateway

Provide report to OMB and Business Gateway identifying on-line business compliance systems

Q4 2005 ✓

10/21/05 -- N/A. USAID is in the process of partnering with the Department of State to support Business Gateway and does not have any on-line business compliance systems as defined Business Gateway at this time.

U.S. Agency for International Development

Business Gateway

	Provide report to OMB and Business Gateway identifying rules/regulations and related forms, and plain language guides that are not already contained in an existing on-line business compliance system	Q2	2006	✓	3/29/06 -- 3/20/06-- E-mail from Charles Bram (SBA) 'As far as I understand it, BG will send notice of status of completion to OMB for each agency on April 3rd. I will review your submission soon and let you know if there are any last suggestions, however I am confident that we have a good submission here. You have worked with me in good faith. I don't see any reason why I wouldn't be able to recommend "green" to our PM Shivani Desai even if we are working with you to incrementally improve the data submission. ' 3/13/06 -- OMB grants conditional acceptance pending review and approval by the initiative of report due March 31, 2006. 3/2/06 -- 2/28/2006 USAID completed the requested Data Call and is in the process of finalizing the official report to be submitted to SBA and OMB approval. USAID expects acceptance of this milestone by SBA before March 15, 2006. 2/1/2006-- As per previous conversations with the Managing Agency, in this case directly with Shivani Desai, USAID believes that this milestone does not apply. Excerpt from E-mail received from Shivani Desai 'I think you have engaged all the correct offices below, so it is quite possible that there is not any information relevant to Business Gateway.'	
	Integrate on-line business compliance systems with Business Gateway	✓	Q4	2006	✓	9/5/06 -- USAID completed, and submitted the new website Beta Test feedback Form and is awaiting confirmation of this activity. 7/14/06 -- BG will accept completion of this milestone with completion of feedback form of new website Beta Test
Establish business content Management process to coordinate business content publication with BG Portal	Provide point of contact for an agency content manager to serve as liaison to Business Gateway to ensure content provided to the Business Gateway portal is relevant and up-to-date	Q4	2005	✓	10/21/05 -- N/A. USAID is in the process of partnering with the Department of State to support Business Gateway and does not have any on-line business compliance systems as defined Business Gateway at this time. The USAID primary point of contact is already posted to Business Gateway. Additional points of contact are being evaluated.	
	Establish a process within the agency to coordinate business content dissemination and updates to Business Gateway	✓	Q1	2006	✓	12/1/05 -- 11/21/2005 -- USAID received an e-mail confirmation from Shivani Desai that each of the three milestones for business gateway are complete.
Populate and maintain agency forms in BG's Forms Catalog, includes completion of mandatory data elements for each form	Establish process within the agency for maintaining form content in Business Gateway's Forms Catalog	✓	Q1	2006	✓	12/1/05 -- 11/21/2005 -- USAID received an e-mail confirmation from Shivani Desai that each of the three milestones for business gateway are complete.
	Enter all required content in Business Gateway's Forms Catalog for all public-facing forms	Q1	2006	✓	12/1/05 -- 11/21/2005 -- USAID received an e-mail confirmation from Shivani Desai that each of the three milestones for business gateway are complete.	
Geospatial One-Stop	Identify all grant programs that are related to geospatial information and post the grant announcements in Grants.gov identifying them as geospatial-related grants	Establish process within the agency to ensure geospatial-related grant announcements are posted to Grants.gov with appropriate geospatial keywords (e.g., GIS, Mapping, Remote Sensing, Geography,	Q1	2006	✓	12/7/05 -- Process documentation was not provided.

Agency

Implementation Milestone Information

Initiative

Phase

Milestone

Mjr Qtr FY Complete? Comments

U.S. Agency for International Development

Geospatial One-Stop

etc) to facilitate its discovery by GOS stakeholders

U.S. Agency for International Development

Geospatial One-Stop

Provide report to OMB and Geospatial One-Stop identifying all grant programs related to geospatial information

Q1 2006

✓

12/7/05 -- USAID is not exempt from the Geospatial One-Stop initiative. USAID needs to submit the required evidence of completion for this milestone.

12/1/05 -- 10/05/2005 -- USAID submitted a request to OMB for the exemption from this e-government initiative based upon the following criteria: 1. In accordance with language outlined in OMB Circular A-16

(http://www.whitehouse.gov/omb/circulars/a016/a016_rev.html),

USAID is not one of the agencies listed as members in the Federal

Geographic Data Committee (FGDC). 2. Whereas it is recognized that OMB Circular A-16 states that international compatibility is an important aspect of the National Spatial Data Infrastructure (NSDI), it also states that Federal agencies will develop their international spatial data in compliance with

international voluntary consensus standards, as defined by Circular A-119. As such, USAID has developed, and will continue to develop, spatial data in compliance with these voluntary standards,

as appropriate. 3. The U.S. Department of State, not USAID, has the primary responsibility to develop and maintain international boundary data that includes both textual information to describe, and GIS digital cartographic data to depict, both land and maritime international boundaries, other lines of separation, limits, zones, enclaves/exclaves and special areas between States and dependencies. 4. As outlined in the "Status of Framework Standards Geospatial One-Stop Project" (Presented at the Intermountain GIS Conference April 8, 2003), agencies should adopt standards where appropriate or request an OMB waiver if negative impacts are of concern. USAID believes that, given the limited funds for E-Government initiatives for FY 2005 and FY2006,

participation in Geospatial One-Stop, other than voluntarily conforming to data standards, would cause a negative impact on delivering mission critical services. While USAID has minor projects in this arena and for the reasons listed above, Geospatial One-Stop is not a major effort in the international provision of humanitarian assistance. Thus, USAID seeks an exemption from participation in this otherwise valuable initiative. Our preferred course of action is to monitor Geospatial One-stop and internal USAID projects for future opportunities for cost beneficial participation should that emerge. 11/01/2005 -- USAID received a request for clarification on the exemption from Mark Busow at OMB. 11/16/2005 -- USAID spoke with Hank Garie the Executive Director of the Federal Geographic Data Committee (FGDC), about general USAID participation and OMB's specific requirements under the e-Government Initiative. He concurred with me that

Agency**Initiative****Phase****Implementation Milestone Information****Milestone****Mjr Qtr FY Complete? Comments****U.S. Agency for International Development****Geospatial One-Stop**

USAID could be exempt from the specific requirements set forth by OMB for USAID participation, on the grounds that we do not generate enough geospatial data, and that the geospatial data we do generate does not cover the United States. This concurrence is important because the FGDC has the lead for Geospatial One-Stop for the USG and advises OMB on the matter. 12/1/2005 -- Have not yet received exemption notification from OMB and assume USG / GOS exemption concurrence to be final.

Coordinate the activities of grant programs related to geospatial information through Geospatial One-Stop

Establish process within the agency to incorporate language from FGDC/GOS 'Geospatial Grant Guidelines to Agencies' before any relevant grant announcement is published in Grants.gov

Q1 2006 ✓

12/7/05 -- USAID is not exempt from the Geospatial One-Stop initiative. USAID needs to submit the required evidence of completion for this milestone.

Post metadata for all planned geospatial data acquisitions in the GeoData.

Post metadata for all planned geospatial data acquisitions in GeoData.gov portal within 90 days of enactment of the agency's appropriations (this can be accomplished through harvesting from your clearinghouse or through direct entry using the tool on GeoData.gov)

✓ Q1 2006 ✓

12/7/05 -- USAID is not exempt from the Geospatial One-Stop initiative. USAID needs to submit the required evidence of completion for this milestone.

Provide report to OMB and Geospatial One-Stop identifying planned geospatial data acquisitions for FY06 and FY07

Q1 2006 ✓

12/7/05 -- USAID is not exempt from the Geospatial One-Stop initiative. USAID needs to submit the required evidence of completion for this milestone.

Disaster Management

Coordinate all disaster and emergency management investments, including incident management or emergency management systems, through this initiative so they comply with the interoperability standards adopted by the federal government

Establish a process within the agency to ensure acquisitions and activities related to incident/emergency management are coordinated with Disaster Management

Q4 2005 ✓

10/21/05 -- Developed and incorporated as part of Continuity of Operations Plan (COOP). We anticipate no major acquisitions in the event of a disaster or incident. We have procured an ERS site and propositioned supplies and equipment that may be utilized in carrying out the Agency's essential functions. In the event unanticipated acquisitions are required we have coordinated with GSA for purchases from the Federal Supply Schedule and the Agency's Office of Acquisition and Assistance for items and services not available through GSA. Note: The Agency's COOP plan is classified as Sensitive but Unclassified (SBU) and cannot be shared openly at this time.

Deploy the Disaster Management initiative's Disaster Management Interoperability Services toolset within each of its emergency operations centers (EOCs) and ensure that the toolset is integrated with existing EOC systems

Verify agency's existing incident/emergency management software is CAP-compliant and can generate, send, and receive CAP alerts from DMIS COG's and other CAP-compliant systems

✓ Q3 2005 ✓

10/21/05 -- Developed and incorporated as part of Continuity of Operations Plan (COOP). Note: USAID is validating the answers to this CAP compliance question with Chip Hines at DHS, per John McCarthy's advice on phone (12OCT05 am).

U.S. Agency for International Development

Disaster Management

Implement DMIS within all identified emergency operations centers, to include: 1. Establishing an initial Collaborative Operating Group (COG) for use within their own agency's emergency operations group. 2. Ensuring emergency operations personnel are trained in the use of DMIS. 3. Installing DMIS on appropriate PCs and on Emergency Operations Center PCs/workstations so emergency data within that organization may be shared through DMIS. 4. Ensuring the agency has the ability to generate, send and receive CAP alerts from other DMIS COG's and other CAP-compliant systems. 5. Integrating DMIS with existing incident/emergency management software (as necessary).

✓ Q3 2005 ✓

12/1/05 -- 11/30/2005 -- USAID has established both an internal and external Collaboration Operating Group (COG). The external COG was established during site registration and is called 'USAID.' The internal COG consists of nine operators -- Peter Garcia, MAS/FMD

(COG Administrator), Paul Booze, M/AS/FMD, Anita Williams, M/AS/FMD, Steven Hamilton, M/AS/FMD, Donald Bisom, SEC, Jeff Denale, SEC, Sandy Muldoon-Kuntz, M/IRM, Steve Travis, M/IRM, Barbara English, M/HR. 11/30/2005 -- USAID provided DMIS training in two formats. Each internal COG team member was provided the necessary information to access the DMIS training website and was directed to complete the Curriculum Overview and Introduction to DMIS by November 23, 2005. All COG team members completed this training. On November 23, 2005, Peter Garcia conducted a DMIS overview during which 7 out of the 9 COG members attended. 11/30/2005 -- Installation of DMIS on nine computers at USAID/W headquarters and the Agency's ERS / COOP site was completed on 11/29/2005. 11/30/2005 -- USAID performed two test alerts sending Common Alert Protocol (CAPs) with the COG team using the DMIS application. DMIS was used to

successfully send an alert to the nine members of the USAID COG team and DMIS was used to send a CAP within the DMIS to the COG team. 11/30/2005 -- Received confirmation from Rick Hauschildt that USAID has completed the installation / integration of the DMIS Tools and successfully posted/received CAP Alerts. 10/21/05 -- 1. The Agency has an established Crisis Manage Team (CMT) which will be activated and respond in the initial stages of a disaster or incident. Note: Please note that the acronym, COG, is already in use by the Executive Branch to represent "Continuity of Government." 2. Teams have been established per the Agency COOP plan to carry out operations in accordance with Federal Preparedness Circular (FPC) 65. USAID is validating the answers to questions 3, 4, and 5, with Chip Hines at DHS, per John McCarthy's advice on phone (12OCT05 am).

Provide report to OMB and Disaster Management identifying all emergency operations centers and incident/emergency management systems within the agency

Q3 2005 ✓

12/1/05 -- 11/30/2005 -- USAID does not have an EOC but has installed, tested, and trained staff to use the DMIS software at USAID/W headquarters and the Agency's COOP site located in Lansdowne, VA. DMIS is installed on nine operators' desktop (at USAID/W headquarters) and one designated workstation at the Agency's ERS / COOP site. 10/21/05 -- Developed and incorporated as part of Continuity of Operations Plan (COOP). The Agency has an approved COOP plan which describes all emergency operations centers and procedures. This plan is classified as Sensitive but Unclassified (SBU) and cannot be shared openly at this time.

U.S. Agency for International Development

Grants.gov

Develop a schedule for programs that can use Grants.gov's electronic application process

Provide Grants.gov an outreach plan for discretionary grant programs. The plan should also address mandatory programs if the agency has opted to post application packages for mandatory grants on grants.gov.

Q1 2006

✓

12/1/05 -- 11/22/2005 -- USAID received confirmation from Peter Brunner that USAID's Outreach Plan was complete.

Establish a process within the agency to develop and submit an annual ramp-up plan for discretionary grant programs to Grants.gov within 30 days of enactment of each year's appropriations. Annual ramp-up plans should also include any mandatory programs the agency has opted to post application packages for on grants.gov.

Q1 2006

✓

12/8/05 -- 12/6/2005 -- USAID is on target to submit final plan, as approved by HHS, by December 21, 2005.
12/7/05 -- OMB grants conditional acceptance pending submission of evidence of completion by December 30, 2005.
12/1/05 -- 11/17/2005 -- USAID has established a plan in tandem with HHS to submit and revise a Ramp-up plan on an annual basis. USAID submitted this Ramp-up plan to HHS and is working with them to revise it based upon feedback received from HHS. USAID and HHS agreed to have a final Ramp-up plan approved by HHS in time for HHS deadline to submit a report before December 31, 2005. USAID plans to submit a final version to HHS no later than COB on December 21, 2005. Peter Brunner, from HHS, agreed via e-mail to this timeline.

Perform data analysis of their grant forms per guidance provided in the Guide for Data Analysis and Forms Development

Complete data analysis of existing agency grant forms per guidance provided in Grants.gov's Guide for Data Analysis and Forms Development

Q4 2005

✓

10/21/05 -- According to a memo from Rebecca Spitzgo, Grants.gov requests that agencies submit FY 2006 Ramp-up Schedules and Outreach Plans by November 1, 2005. The November 1 date will allow time for Agencies and Grants.gov staff to review and discuss the plan and ensure completion by the December 31, 2005 OMB deadline.

Reuse forms already developed by Grants.gov for competitive funding opportunities

Provide report to OMB identifying existing Grants.gov forms that could be reused and the applicable agency grant programs

Q4 2005

✓

10/21/05 -- Completed as part of pilot program in Bangkok Thailand

Post grant applications to Grants.gov

Testing has taken place, success.

Q2 2005

✓

10/21/05 -- Completed as part of pilot program in Bangkok Thailand

Post 25% of all discretionary grant application packages on Grants.gov, including all discretionary grant programs using only the SF-424 family of forms

✓ Q4 2005

✓

10/21/05 -- USAID has posted 28% (59/200) of all discretionary grant application packages to Grants.gov. Additionally, USAID has posted 100% (200/200) of 'Find' and 59 for 'Apply'

Post 75% of discretionary grant applications packages on Grants.gov, including all discretionary grant programs using only the SF-424 family of forms

✓ Q4 2006

✓

U.S. Agency for International Development

Grants.gov

Post all discretionary grant applications packages on Grants.gov (100% complete)	Q1	2007	✓	12/13/06 -- OMB - Conditional acceptance granted pending submission of required evidence of completion prior to end of quarter. Revisions to the Q1FY07 goal and measurement method are currently under consideration. Any revisions will be communicated prior to the end of the quarter; agencies should continue to work to meet the 100% goal. 12/4/06 -- 12/1/06 -- USAID is on schedule to meet this milestone by the end of the quarter.
Post all competitive discretionary grant application packages on Grants.gov to match posted opportunities in the current quarter, excluding any valid exemptions approved by OMB.	Q2	2007	✓	3/14/07 -- OMB - Conditional acceptance granted pending submission of required evidence of completion prior to end of quarter. Due to the changing nature of the measure, it is necessary to wait until the end of the quarter to make a final determination. 3/6/07 -- 3/1/07 -- USAID is on schedule to meet this milestone by the end of the quarter. 1/18/07 -- OMB - As of the 01/03/07 Grants.gov report, USAID had posted matching application packages for 71% of posted synopses.
Post all competitive discretionary grant application packages on Grants.gov to match posted opportunities in the current quarter, excluding any valid exemptions approved by OMB.	Q3	2007	✓	6/13/07 -- OMB - Conditional acceptance granted pending submission of required evidence of completion prior to end of quarter. Due to the changing nature of the measure, it is necessary to wait until the end of the quarter to make a final determination. 6/4/07 -- 6/1/07 -- USAID is on schedule to complete this milestone by the end of the quarter.
Post all competitive discretionary grant application packages on Grants.gov to match posted opportunities in the current quarter, excluding any valid exemptions approved by OMB.	✓ Q4	2007	✓	10/2/07 -- 09/28/2007 -- Per email confirmation from the lead Agency PMO, Terry Nicolosi, to USAID's PM, Steve Tashijan, USAID is 100% in compliance with having matching application packages for our agency's synopses. 9/18/07 -- OMB -- Conditional acceptance granted pending submission of required evidence of completion prior to the end of the quarter. 9/5/07 -- 08/30/07 -- Per email from the lead Agency PMO, Terry Nicolosi, to Steve Tashijan, on 08/30/07, USAID is 100% in compliance with having matching application packages for our agency's synopses.
Post all competitive discretionary grant application packages on Grants.gov to match posted opportunities in the current quarter, excluding any valid exemptions approved by OMB.	✓ Q1	2008	✓	1/2/08 -- 12/31/07 -- USAID is 100% in compliance with having matching application packages for our agency's synopses. 12/4/07 -- 11/30/07 -- Per OMB guidance, compliance with this milestone will be confirmed on the last day of Q1 FY08 (12/31/07).
Post all competitive discretionary grant application packages on Grants.gov to match posted opportunities in the current quarter, excluding any valid exemptions approved by OMB.	✓ Q2	2008		

Develop system-to-system interfaces with Grants.gov as necessary

Agency**Initiative****Phase****Implementation Milestone Information****Milestone****Mjr Qtr FY Complete? Comments****U.S. Agency for International Development****Grants.gov**

General Program Management

Execute all necessary inter-agency agreements (MOU, IAA, etc.) and complete funding transfers as required per agreement

✓ Q2 2006 ✓

3/29/06 -- 3/24/06 Received confirmation and fully executed MOU from HHS (e-mail from Chitre, Leena (HHS/OS) [Leena.Chitre@hhs.gov])

3/10/06 -- OMB grants conditional acceptance pending submission of evidence of completion by March 31, 2006.

3/2/06 -- 3/1/2006 USAID has finalized the MOU and appropriated funds accordingly. We are in the process of following up with HHS to ensure proper execution of the MOU. Proof of completion of this requirement is pending confirmation from HHS. 2/2/2006--USAID is in the process of finalizing this MOU expects to meet all deadlines for this requirement.

Execute all necessary inter-agency agreements (MOU, IAA, etc.) and complete funding transfers as required per agreement

✓ Q2 2007 ✓

3/9/07 -- OMB - Conditional acceptance granted pending submission of required evidence of completion prior to end of quarter.

3/6/07 -- 3/1/07 -- USAID is in the process of negotiating inter-agency agreements and expects to have a new MOU executed by the end of the quarter.

E-Training

Migrate agency-specific Learning Management Systems (LMS's) to one of the three E-Training service providers (GoLearn, FasTrac, NTIS)

ESL Phase II begins; 1000 FSNs

Q3 2005 ✓

10/21/05 -- 5/25/05 -- This is already accomplished.

5/25/05 -- This is already accomplished.

Decommission legacy LMS's

✓ Q4 2006 ✓

9/5/06 -- USAID does not have a 'legacy' LMS as per OPM definition. USAID is in the process of implementing a current LMS, for the first time, with OPM using GoLearn.

Complete migration of agency LMS's to one of the three E-Training approved service providers

✓ Q4 2006 ✓

9/5/06 -- USAID does not have a 'legacy' LMS as per OPM definition. USAID is in the process of implementing a current LMS, for the first time, with OPM using GoLearn.

Consolidate training licenses and redundant courseware (e.g. competency-based training) through an E-Training service provider

EHRI

For those agencies adopting an electronic Official Personnel File (eOPF), adopt and utilize data standards issued by the initiative for the electronic Official Employee Record (eOER)

Inform OMB and EHRI of final decision on timing of adoption of eOPF

Q4 2005 ✓

10/21/05 -- As per the goals outlined in the Proud To Be dated July 17, 2005, USAID began to implement e-OPF in FY05 and will continue to implement e-OPF in FY06.

For those agencies adopting the EHRI eOPF, complete backfile conversion of personnel files

Q4 2007 ✓

9/5/07 -- 07/31/07 -- Per Mike Cyr's eOPF document, this action was completed on 4/27/2007.

For those agencies adopting the EHRI eOPF, complete agency migration to eOPF

Q4 2007 ✓

9/5/07 -- 07/31/07 -- Per Mike Cyr's eOPF document, this action was completed on 4/27/2007.

Utilize electronic interfaces to the EHRI data repository for information management

For those agencies adopting the EHRI eOPF, complete development of all necessary interfaces

Q4 2006 ✓

9/11/06 -- OMB grants conditional acceptance pending submission of evidence of completion by September 30, 2006.

Agency**Initiative****Phase****Implementation Milestone Information****Milestone****Mjr Qtr FY Complete? Comments****U.S. Agency for International Development****EHRI**

	Provide training data feeds to EHRI each month for the entire agency per OPM Training; Reporting Requirements, 5 CFR Part 410, Vol. 71, No.95, dated May 17, 2006) for the entire agency (including all subcomponents of the organization and training cost data.)	Q3	2008		
	Provide technically compliant training data feeds to EHRI each month for the entire agency (including all subcomponents of the organization and training cost data.)	Q4	2008		
Utilize initiative provided workforce analytics and forecasting tools (e.g. WASS, CIVFORS)	For those agencies adopting the EHRI analytic tools, complete the adoption of the tools.	Q4	2006	✓	9/11/06 -- OMB grants conditional acceptance pending submission of evidence of completion by September 30, 2006.
Provide core personnel data (eOPF) to OPM in accordance with OPM-provided guidelines	For all agencies, complete plan to ensure all necessary employee information is transferred to OPM	Q4	2005	✓	10/21/05 -- As of Q4 FY05, USAID is currently meeting all requirements to feed OPM systems.
	Provide Payroll Data File to EHRI	✓ Q3	2006	✓	6/22/06 -- 6/22/06 -- USAID (Barbara English) emailed NFC yesterday (6/21/06) on this issue. The deadline for transmitting to OPM is June 30. Last info that USAID (Barbara English) had from NFC was that they were testing with OPM and I have not been informed by NFC that they are having any issues to delay meeting the timeline. USAID (Barbara English) will try contacting NFC again to confirm the latest status. 6/12/06 -- OMB grants conditional acceptance pending submission of evidence of completion by June 30, 2006. 6/2/06 -- 6/01/06 -- USAID is dependent on NFC, and NFC is scheduled to complete transmissions by the end of June. Barbara English has emailed Randall Gonzalez at NFC for status. 8/22/05 -- USAID's ability to meet this milestone is dependent on NFC

U.S. Agency for International Development

EHRI

Phase	Milestone	Mjr	Qtr	FY	Complete?	Comments
	Provide HR Status and Dynamics Data Files to EHRI	✓	Q3	2006	✓	<p>6/22/06 -- 6/22/06 -- USAID (Barbara English) emailed NFC yesterday (6/21/06) on this issue. The deadline for transmitting to OPM is June 30. Last info that USAID (Barbara English) had from NFC was that they were testing with OPM and I have not been informed by NFC that they are having any issues to delay meeting the timeline. USAID (Barbara English) will try contacting NFC again to confirm the latest status.</p> <p>6/12/06 -- OMB grants conditional acceptance pending submission of evidence of completion by June 30, 2006.</p> <p>6/2/06 -- 6/01/06 -- USAID is dependent on NFC, and NFC is scheduled to complete transmissions by the end of June. Barbara English has emailed Randall Gonzalez at NFC for status.</p> <p>12/7/05 -- OMB agrees to move this milestone to Q3 FY06 based on agreements between OPM and the payroll providers.</p> <p>12/1/05 -- 11/6/2005 -- USAID talked with NFC (Rick Minella) and he informed me that the DHS was testing with NFC on sending two eOPF files to OPM. He said that he thought that the testing was going very well but he did not know when DHS was planning on moving from testing into production mode. Rick gave me a contact at DHS but she is currently out of the office and will be returning on Monday, Nov 14.</p> <p>11/8/2005 --- USAID sent an email to NFCs Request mailbox requesting that we are moving forward with OPMs eOPF and would like to send our data (as DHS is doing) to OPM beginning PP01 2006. I have received a reply from NFC stating that at this point they are reviewing our request but have not committed that they can meet the PP01 timeline. The contact I use for the NFC Request mailbox is Marcia Curole.</p> <p>11/30/2005 -- USAID has been trying to contact NFC on the EHRI initiative but unfortunately have had a lot of difficulties contacting the NFC EHRI Point of Contact. The NFC EHRI Point of Contact is Randolph Gonzales and he is currently out of the office until mid-December. The only information that I could ascertain from other NFC sources was that NFC would not be ready for EHRI until Summer 2006. USAID escalated this issue to OMB accordingly.</p> <p>11/30/2005 -- Received e-mail from Tim Young at OMB that states 'Thanks for the heads up. I'll have Jeff Koch on the E-Gov staff follow-up with NFC re: this issue and get back with you soonest.'</p> <p>8/22/05 -- USAID's ability to meet this milestone is dependent on NFC</p>

U.S. Agency for International Development

EHRI

Provide Training Data File to EHRI

✓ Q1 2007 ✓

12/13/06 -- OMB - Conditional acceptance granted pending submission of required evidence of completion prior to end of quarter.
 12/4/06 -- 12/1/06 -- USAID is on schedule to meet this milestone by the end of the quarter.
 9/11/06 -- OMB agrees to move this milestone to Q1 FY07. Per Federal Register notice, extension of deadline subject to document approval/agreement from OPM.
 9/5/06 -- USAID is dependent on the success of OPM/GoLearn for meeting this requirement.
 6/12/06 -- OMB approves moving this milestone to Q4
 6/2/06 -- 6/01/06 -- USAID is working with OPM/GoLearn as our LMS service provider. Phase I of the LMS development and implementation is scheduled to be completed on August 10, 2006. Training data will be provided to EHRI automatically by OPM/GoLearn as a feature of the LMS once it is operational. Accordingly, we are proceeding with obtaining the Secure File Transfer system, and once approved and obtained, we will transfer the data manually. Once our LMS is operational we will begin transferring automatically.
 3/10/06 -- OMB approves moving this milestone to Q3 pending release of the final OPM regulation. We expect that regulation to require agency submission of data within 30 days.
 3/2/06 -- 2/28/2006-- USAID Conducted an internal Kick-off Meeting for the LMS aligned with OPM/GoLearn which included OPM/GoLearn PMO members. The following next steps are a result of this meeting (all of which are on schedule): Complete Survey and Configuration Documents 3/07/2006 Define Regional Administrators 3/14/2006 Team Security – Who has access to what 3/14/2006 USAID / OPM MOA 3/07/2006. ISSO Notification / Buy-In – PIA Process 3/07/2006 1/31/2006 -- Status reported in Q1 Still Applies. Please see previous comments. A kickoff meeting with OPM/EHRI was just held on January 30, 2006. Deployment milestones were reviewed and approved. Phase I and II actions and Backfile Conversion were included in the review. USAID selected OPM/GoLearn as our LMS service provider. Working through them we have selected a vendor who will provide the actual LMS software and services. OPM/GoLearn is reviewing contracting requirements prior to awarding contract. The Kick-off meeting is tentatively scheduled for mid-February 2006. Completion date for total implementation depends on revised timeline that has to be revised during the kickoff phase. Accordingly, training data will be provided to EHRI automatically by OPM/GoLearn as a feature of the LMS once it is operational. Expected date to be determined is based on a revision of the implementation timeline. Furthermore, according to to NFC, NFC will begin sending EHRI Test files in April 2006, certification is scheduled for May 2006, and NFC is planning on going live in June 2006.
 12/7/05 -- Milestone moved to Q2 pending final release of OPM policy. Once policy is issued, agencies must submit a plan to comply with OPM guidelines.

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EHRI

12/1/05 -- 12/1/2005 -- USAID is working with EHRI to transfer training data using two manual systems (Oracle and MS Access). To complete this milestone, USAID is implementing an approved Learning Management Systems that will automatically integrate training data to EHRI. Please refer to page 24 of the attached Business Case and Requirements Definition document (under the "Integration with Other eGov Initiatives" section). According to this document, "... for agencies using GoLearn LMS services, GoLearn will electronically transmit training data to assure the EHRI production server using Connect: Direct or Connect: Direct Secure + Option in accordance with the Interface Control Document for Agency Training Data Enterprise Human Resources Integration (EHRI) Release 3.0 (ICD). GoLearn will assure that the right data elements are collected and correctly formatted with the required metadata structure. Additionally, GoLearn will be responsible for scheduling data transmissions to EHRI and providing technical

points of contact and definitive escalation and helpdesk services." This functionality is schedule to be completed by Q4 of FY2006 (please refer to Phase 2 – Extending Core LMS Functionality on page 2 of the attached ELSA Roadmap). 12/1/2005 -- USAID confirmed this through a conversation with Darin Mills from OPM GoLearn earlier today.

Improve human capital planning systems

Assess and make determination of the adequacy of the EHRI WASS/CIVFORS/BI tools solution. If the evaluation results determine that the use of the tools are appropriate, identify any shortcomings/gaps and develop a plan to migrate to the EHRI reporting tools. If the evaluation results determine that the tools will not meet the Agencies needs, then USAID will advise OMB and EHRI PMO that it does not intend to pursue use of the WASS/CIVFORS/BI analytical tools and provide proposed actions for pursuing an alternative solution.

Q4 2007 ✓

9/5/07 -- 08/28/07 -- Upon OPM's demonstration to USAID, it was determined that USAID would not pursue the use of the tools. An email was sent to OMB and OPM on 08/28/07 stating this. USAID is using its Workforce Planning model and NFC to do workforce planning. It also has recently begun to bring online with its Learning Management System a suite of tools which include a Competency Management Module which does competency gap analyses and e-IDPs which link directly to training and e-registration. The tools include analytics that will help us determine not only ROI but how many of each course offerings we need each year (and thus a more accurate training budget.) Competency management is necessary to ensure our workforce has the skills it needs today and in the future. The competency management module also has a built in succession planning function which we will start rolling out late this year. WASS/CIVFORS/BI has none of this functionality at the moment. 8/22/07 -- OMB - The wording of this milestone has been changed per USAID request.

CIO to ensure the CHCO has tools adequate for the CHCO to produce 5 year workforce agency plan and analysis using supporting output or data reports.

Q4 2008

8/22/07 -- OMB - The wording of this milestone has been modified per USAID's request.

E-Clearance

Establish electronic interfaces necessary to make agency

Connect to AID/HR office

Q4 2005 ✓

10/21/05 -- USAID HR staff has been trained on the e-QIP system

Agency**Initiative****Phase****Implementation Milestone Information****Milestone****Mjr Qtr FY Complete? Comments****U.S. Agency for International Development****E-Clearance**

clearance information available in the cross-agency Clearance Verification System (CVS)

enabling its use for new hire investigation during in the 4th quarter FY-05 along with the AMS Officers in the USAID/IG's office. USAID is now submitting all update investigation via the e-QIP system for the entire Agency world wide. USAID will be able to have an operational personal ID verification tracking system as required by HSPD-12 before OMB's deadline.

Establish processes to update all records to CVS	Q2	2006	✓	3/2/06 -- USAID has established a process to transfer 100% of records into OPM's CVS system and has already validated with OPM receipt of some 3000 records and verified that 94% of these records sent to OPM have been accepted into OPM's CVS system. This was actually completed in the 4th quarter of FY 05. USAID is waiting for the 120 records that where not accepted into the CVS system so USAID can reconcile them with OPM and get them into CVS system.
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Image investigative records in accordance with initiative standards and make those records available electronically as required

Washington HR for reinvestigations	Q4	2005	✓	10/21/05 -- USAID is now submitting all update investigation via the e-QIP system for the entire Agency world wide. USAID will be able to have an operational personal ID verification tracking system as required by HSPD-12 before OMB's deadline.
Field Missions for new hires	Q3	2006	✓	6/2/06 -- 6/01/06 -- USAID HR staff have been trained on the E-QIP system enabling its use for new hire investigation along with all of the AMS Officers in USAID. USAID is now submitting all update investigation via the e-QIP system for the entire Agency world wide.
Washington HR for new hires	Q3	2006	✓	6/2/06 -- 6/01/06 -- USAID is now submitting all new hires investigation via the e-QIP system for the entire Agency world wide. Again, this has been accomplished 9 months ahead of USAID's schedule.
Field Missions for reinvestigations	Q3	2006	✓	6/2/06 -- 6/01/06 -- USAID is now submitting all update investigation via the e-QIP system for the entire Agency 9 months ahead of the USAID scheduled date.

Adopt initiative's on-line tool to collect and disseminate clearance data (e-QIP)

Submit to OPM and OMB, a plan for agency to reach compliance for: • 5% or less deficiency submissions for all security investigation requests • Agency submission of security investigations to OPM within 14 days or less using e-QIP • actual submission of security investigations within 5% of workload projections	Q2	2008		
Submit to OPM and OMB, a plan for agency full submission/input of all security clearance information in CVS and use of CVS for the cross-agency verification and transfer of all security clearances by Q1 FY09.	Q2	2008		

Agency**Initiative****Phase****Implementation Milestone Information****Milestone****Mjr Qtr FY Complete? Comments****U.S. Agency for International Development****E-Clearance**

Submit to OPM and OMB, a plan for Agency to utilize e-QIP to process 95% of Agency's initial and re-investigations for SF 85-P (Public Trust investigations)	Q3	2008
Submit to OPM and OMB, a plan for Agency to utilize e-QIP to process 95% of Agency's initial and re-investigations for SF-85 investigations	Q4	2008
Agency compliance in the submission of no less than 95% of the SF-86 (National Security) investigations in e-QIP	Q4	2008
Agency compliance in the submission of no less than 95% of the SF-85-P (Public Trust) investigations in e-QIP	Q1	2009
Agency full compliance in the submission of all security investigations into CVS.	Q1	2009
Agency compliance in the submission of no less than 95% of the SF-85 investigations in e-QIP	Q1	2009

E-Travel

Migrate agency-specific travel system(s) to initiative-provided End-to-End Travel Service (eTS) vendor

492 Vouchers processed

Q1 2006 ✓

12/1/05 -- 11/02/2005-- USAID received e-mail confirmation from Gary Karr that USAID and GSA have sufficiently updated the migration plans and have an active MOU that is sufficient to address all new milestones. 12/1/2005 --- USAID has 4 Vouchers completed, 5 authorizations using E2 completed, and 15 authorizations prepared in Travel Manager await processing in E2. In spite of a few constraints, Global Health has worked hard to complete vouchers in E2. They have had problems in getting the expected number of vouchers. The numbers that we had anticipated early on were based on the number of travel authorizations that were completed prior to the end of the fiscal year for travel in

November. However, because the Agency Administrator has curtailed travel by agency employees to only "essential travel" additional vouchers could not be processed. This coupled with last minute travel in GH yesterday that needed to be processed, delays in receiving funding, absence of key staff and heavy workload they were not able to complete the 15 vouchers for travel authorizations already processed. Therefore, USAID may not be able to complete the expected 50 vouchers that were agreed upon with GSA as part of the revised, and approved, milestones. 10/6/05 -- Please provide updated voucher targets based on delayed migrations 5/25/05 -- October FY 06, travel will stall significantly because the agency will more than likely not have an appropriation bill. Only

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E-Travel

Phase	Milestone	Mjr	Qtr	FY	Complete?	Comments
						essential travel will take place.
	917 Vouchers processed		Q2	2006	✓	<p>3/2/06 -- 3/1/2006 -- A new MOU between GSA and USAID for E-Travel based upon a revised Migration Plan is still pending. Left a voicemail message with Gary Karr to verify status. 2/16/2006 -- USAID submitted memo to GSA (John Sindelar, Associate Administrator for GSA) to justify and request a change to the agency MOU that will extend the target completion date for international roll out of E2 Solutions to the end of FY 2008. This is so that we will be in lock step with the Department of State. USAID anticipated that once the MOU is revised, the Agency will have to sign the revised MOU. 2/6/2006 -- USAID discussed the Migration Plans and MOU with Gary Karr at GSA. The current migration plan indicates that 770 travel vouchers will be processed in E2 thru the end of March. As you will recall, in November our OE Travel budget was cut severely, thus this was not taken into consideration when we made our earlier projections for vouchers processed. I will have to provide you with new projections for the number of vouchers to be processed by the end of March under the pilot project. One thing I'd like to reiterate is that although the quantity of vouchers processed is lower than the projected number, the actual percentage of processed vouchers through E2 is close to 100%. During the November/December /January time frame in E2 we only had:70 requests for travel under a restricted travel budget in various stages of process and only 16 vouchers approved 1/31/2006-- USAID concurs with the response submitted in Q1 for this initiative. In spite of a few constraints, Global Health has worked hard to completely processed 100% of the vouchers in E2. However, the quantity of vouchers is much lower than anticipated because the Agency Administrator has significantly curtailed travel by agency employees to only "essential travel" additional vouchers could not be processed. Therefore, we only expect to be able to process approximately 100 vouchers in this period, bearing in mind that this does represent 100% of the vouchers available to be processed. 11/02/2005-- USAID received e-mail confirmation from Gary Karr that USAID and GSA have sufficiently updated the migration plans and have an active MOU that is sufficient to address all new milestones.</p>
	1000 Vouchers processed		Q3	2006	✓	<p>6/2/06 -- 6/01/06 -- USAID submitted a letter to GSA (John Sindelar, Associate Administrator for GSA) to justify and request a change to the agency MOU that will extend the target completion date for international roll out of E2 Solutions to the end of FY08. Also, instead of the 1000 voucher target, both GSA and OMB have accepted a historical standard process measure of 100% such that for those bureaus operating e2 only use e2 for 100% of their vouchers.</p>

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E-Travel

Provide the ETS PMO a date for decommissioning of your legacy travel system.	✓	Q1	2007	✓	12/4/06 -- 12/1/06 -- USAID has re-negotiated with GSA a new migration schedule that reflects a FY2008 completion date for full implementation and migration of the E-Travel System. However, due to the current status of the FY07 CIF budget Continuing Resolution through February, USAID is unable to determine a deployment schedule for domestic locations based on subsequent budgetary constraints.
Submit updated MOU attachments A&B to the E-Gov Travel PMO which reflect a schedule of deployment for domestic locations by 2Q07	✓	Q1	2007	✓	12/4/06 -- 12/1/06 -- USAID has re-negotiated with GSA a new migration schedule that reflects a FY2008 completion date for full implementation and migration of the E-Travel System. However, due to the current status of the FY07 CIF budget Continuing Resolution through February, USAID is unable to determine a deployment schedule for domestic locations based on subsequent budgetary constraints.
Submit updated MOU attachments A&B to the E-Gov Travel PMO which reflect a schedule of deployment for domestic locations	✓	Q2	2007	✓	3/21/07 -- OMB - This milestone is added consistent with extension letter dated 03/02/07.
Submit updated MOU attachments A&B to the E-Gov Travel PMO which reflect a schedule of deployment for overseas locations by 4Q08.	✓	Q3	2007	✓	6/4/07 -- 6/1/07 -- USAID has submitted a copy of the updated MOU attachments A&B to and has received final approval from GSA. USAID has completed this milestone. 3/21/07 -- OMB - This milestone is moved to Q3FY07 consistent with extension letter dated 03/02/07. 3/14/07 -- OMB - This milestone can be moved upon receipt of approved extension letter. 3/6/07 -- 3/1/07 -- USAID awaits final authority from GSA on the extension request and MOU with a re-negotiate timeline. We are on target to meet the requirements of the pending re-negotiated commitment levels and are working with GSA to complete this milestone as soon as possible. We expect to have an updated MOU executed by the end of the quarter.
Domestic US locations fully deployed on ETS before end of Q4FY07	✓	Q4	2007	✓	10/2/07 -- 09/28/07 -- Received copy of the report from Hung Vu on 09/28/07. Per Marie Miller's email to OMB and E-Travel PMs (Timothy Burke, Frank Robinson, Kevin Messner, and Gary Karr at GSA), the plan was submitted on 09/28/07. 9/11/07 -- On track for completion by end of 4Q07. 9/5/07 -- 08/29/07 -- Per Hung Vu's comments, this milestone is on track for completion prior to the end of Q4 FY07. The system will be fully loaded and configured for USAID/W by September 7, 2007.
Provide detailed project plan of overseas ETS deployment by region that is consistent with the completion of full ETS deployment by Q4FY08		Q4	2007	✓	9/11/07 -- Correct. 9/5/07 -- 08/31/07 -- Received copy of plan from Hung Vu on 08/31/07. Per Marie Miller's email to OMB and the initiative PMO's, Timothy Burke, Frank Robinson, Kevin Messner, and Gary Karr at GSA, the plan was submitted on 08/31/07.

U.S. Agency for International Development

E-Travel

Provide date for decommissioning legacy travel system.	Q4	2007	✓	<p>9/11/07 -- Correct.</p> <p>9/5/07 -- 08/29/07 -- Email from Hung Vu states that USAID will decommission the legacy system called Travel Manager by March of 2008.</p> <p>7/19/07 -- OMB - Clarification that this milestone refers to to comestic US locations.</p> <p>3/21/07 -- OMB - This milestone is added consistent with extension letter dated 03/02/07.</p>
Decommission legacy Travel systems	✓	Q2	2008	<p>9/18/07 -- OMB - Moved from Q4FY07 to Q2FY08 per below.</p> <p>9/11/07 -- Agreed with Comments.</p> <p>9/5/07 -- 08/30/07 -- Requested to be rescheduled to FY08 Q2 because USAID is also tasked in Q4 2007 to "Provide date for decommissioning legacy Travel system," intuitively it seems that the Agency should not also be tasked to proceed with the actual decommissioning in the same quarter. The date that the Agency is committed to decommissioning the legacy system is provided as required in it's corresponding place within this (Q4 FY 07) workbook.</p> <p>Per email verification from Dean Koulouris and Kim Nelson of OMB, once USAID provided a decommissioning date for E-travel, this milestone for decommissioning the system would be moved to the respective quarter of the committed decommission date.</p> <p>7/19/07 -- OMB - Clarification that this milestone refers to to comestic US locations.</p> <p>3/21/07 -- OMB - This milestone is moved to Q4FY07 - Consistent with extension letter dated 03/02/07, USAID is to provide a date for decommissioning legacy travel systems in Q4FY07 (this milestone will be moved accordingly).</p> <p>3/14/07 -- OMB - This milestone can be moved upon receipt of approved extension letter.</p> <p>3/6/07 -- 3/1/07 -- USAID awaits final authority from GSA on the extension request and MOU with a re-negotiated timeline. We are on target to meet the requirements of the pending of the re-negotiated commitment levels. The projected decommission of the legacy Travel system, as per our discussions with GSA is June 30, 2009.</p>

Agency**Initiative****Phase****Implementation Milestone Information****Milestone****Mjr Qtr FY Complete? Comments****U.S. Agency for International Development****E-Travel**

Process all agency travel vouchers through eTS vendor ✓ Q4 2008

3/21/07 -- OMB - This milestone is moved to Q4FY08 consistent with extension letter dated 03/02/07.
 3/14/07 -- OMB - This milestone can be moved upon receipt of approved extension letter.
 3/6/07 -- 3/1/07 -- USAID awaits final authority from GSA on the extension request and MOU with a re-negotiated timeline. We are on target to meet the requirements of the pending of the re-negotiated commitment levels. We have been at 100% for the appropriate roll-out levels according to these targets.
 10/2/06 -- OMB agrees to move this milestone to Q2FY07.
 9/5/06 -- USAID has been in discussions with GSA over the use of the language of 'ALL' travel vouchers. USAID is processing '100%' of the travel vouchers from the offices already using E2 but it has only been released to a few offices thus far, and is in compliance with GSA expectations to date.

Integrate agency-specific Travel Management Centers with the eTS vendor

Final decision whether to adopt initiative Travel Management Centers or maintain agency centers

Q4 2006 ✓

Integrated Acquisition Environment

Fully implement and populate the Federal Procurement Data System-Next Generation (FPDS-NG)

Implement the use of FPDS-NG for all required transactions over \$2,500

✓ Q1 2007 ✓

12/13/06 -- OMB - Conditional acceptance granted pending submission of required evidence of completion prior to end of quarter.
 12/4/06 -- 12/1/06 -- USAID is on schedule to implement the use of FPDS-NG for all required transactions over \$2,500 by the end of this quarter.
 10/2/06 -- OMB agrees to move this milestone to Q1 FY07.
 9/11/06 -- OMB grants conditional acceptance pending submission of evidence of completion by September 30, 2006.

Agency**Initiative****Phase****Implementation Milestone Information****Milestone****Mjr Qtr FY Complete? Comments****U.S. Agency for International Development****Integrated Acquisition Environment**

Decommission legacy feeder systems

✓ Q1 2008

1/2/08 -- 12/19/07 -- Per Steve Tashijans comments, ' USAID has submitted the preponderance of 2007 of data related to awards issued out of Washington to FPDS-NG, but are still performing quality assurance measures on the data submitted from our field missions located worldwide. We expected to have all information submitted by March 31, 2008.'

12/17/07 -- [OMB] 12/12/07 -- OMB - Please report when data is uploaded

12/4/07 -- 11/30/07 -- Steve Tash jan of USAID commented that OMB indicated that USAID will not be held accountable for this milestone in Q1FY08, provided we provide a revised plan and new date for this milestone. USAID is in the process of rolling out its new automated procurement system, GLAS. This system has a direct link to FPDS-NG, and will be deployed domestically in the spring of 2008 and worldwide in 2009. In the interim, FPDS-NG data is being collected by USAID's electronic Procurement Data Collection System (ePICS). All of FY 2007 data has been collected and is currently under going quality assurance testing and will be sent to FPDS-NG upon completion, which is expected to be no later than December 31, 2007.

11/2/07 -- [OMB] Agency is not held accountable for this milestone in Q1FY08. Once the plan is developed, USAID will have projected decommissioning date.

8/22/07 -- OMB - Agency is not held accountable for this milestone in the current quarter. Once the technical alternative is identified, USAID will have projected decommissioning date.

Implement the use of Business Partner Network / Central Contractor Registration (BPN/CCR) for contractor registration

Decommission duplicative agency-specific contractor registration systems and processes

✓ Q4 2005 ✓

10/21/05 -- Fully dependent on the roll out of USAID's PCIP initiative and cooperation from DOS, the draft plan with DoS suggests decommissioning of legacy system in 2008.

Implement the use of BPN/CCR for all EFT info for payment transactions

✓ Q4 2005 ✓

10/21/05 -- Fully dependent on the roll out of USAID's PCIP initiative and cooperation from DOS. While have a draft plan in form with DoS, we are not prepared to share it until final agreement between the parties. The plan does have requirements for a vendor to rely on BPN, CCR and EFT as indicated by IAE.

U.S. Agency for International Development

Integrated Acquisition Environment

	Implement the use of the new clause in Section K for new solicitations (ORCA)	✓	Q1	2006	✓	12/1/05 -- 11/30/2005 USAID has implemented the use of the new clause in Section K and submitted this to GSA for review. Please find attached an example of a solicitation generated from our contract writing system. USAID highlighted the inclusion in Section I of FAR 52.204-7, and the inclusion in Section K of FAR 52.204-8 in full text. This draft RFP is a typical example pulled from our contract writing system, and we have not edited it in any way except to use the highlighting feature of WORD to make the clause and provision stand out. 11/30/2005 -- Received the following voicemail message from Theresa Sorrenti-- 'There is no reason for us to review your response before hand [submission to OMB] unless you were maybe asking for a six month delay or something and you wanted to run it by us first. Your agreement on those milestones is between your agency and OMB, and once they've reviewed them all If they have any that they want us to comment on, they will forward it to us at that point, but it doesn't have to come through us first, just go ahead an just send them in.'
	Decommission legacy agency collection mechanisms for representation and certifications from offerors (ORCA)	✓	Q4	2007	✓	9/5/07 -- 08/07/07 -- Per email, Steve Tashijan commented that USAID does not have any Agency systems of this kind. USAID uses ORCA. 8/22/07 -- OMB - Agency is not held accountable for this milestone in the current quarter. Once the technical alternative is identified, USAID will have projected decommissioning date.
Implement the Electronic Subcontract Reporting System (eSRS)	Implement the eSRS system for all subcontractor reporting	✓	Q1	2006	✓	12/1/05 -- 11/22/2005 -- USAID received an e-mail from Arthur Collins affirming an excellent discussion with USAID contracting managers and which confirmed USAID's use / registration in eSRS for all sub-contractor reporting. 12/1/2005 -- USAID finalized a memorandum that outlines the USAID eSRS Registration and Implementation for Q1 FY06. USAID will send this memorandum to all contactors to begin entering information into the eSRS and provides a process for doing so. Copies of this process will be made available to the eSRS leadership no later than Friday, December 30, 2005. Additionally, USAID will continue the process of entering and validating contract information for 2004, which we expect to complete in January 2006 and begin entering 2005 information immediately thereafter.
	Decommission legacy agency subcontracting reporting systems	✓	Q4	2007	✓	9/5/07 -- 07/31/07 -- Per email, Steve Tashijan commented that USAID does not have any Agency subcontract reporting systems. 8/22/07 -- OMB - Agency is not held accountable for this milestone in the current quarter. Once the technical alternative is identified, USAID will have projected decommissioning date.
Establish processes to utilize the Past Performance Information Retrieval System (PPIRS)	Implement the use of PPIRS for all past performance requests	✓	Q4	2005	✓	10/21/05 -- Currently in use throughout USAID, and included as part of the draft plan's requirements with Dept of State. However, we currently use the system each time we contract and provide grants.

Agency**Initiative****Phase****Implementation Milestone Information****Milestone****Mjr Qtr FY Complete? Comments****U.S. Agency for International Development****Integrated Acquisition Environment**

Decommission legacy agency past performance retrieval systems

✓ Q4 2007 ✓

9/5/07 -- 07/31/07 -- Per email, Steve Tashijan commented that USAID does not have and Agency specific past performance retrieval systems. USAID uses the federal wide one.
 8/22/07 -- OMB - Agency is not held accountable for this milestone in the current quarter. Once the technical alternative is identified, USAID will have projected decommissioning date.

Implement FedBizOps (FBO) to post procurement opportunities

Decommission agency-specific FBO-like systems for posting procurement documents.

✓ Q4 2007 ✓

9/5/07 -- 07/31/07 -- Per email, Steve Tashijan commented that USAID does not have any Agency specific FBO like systems. USAID uses FBO.
 8/22/07 -- OMB - Agency is not held accountable for this milestone in the current quarter. Once the technical alternative is identified, USAID will have projected decommissioning date.

Implement Federal Technical Data Solution (FedTeDs)

Fund ongoing initiative operations as required

General Program Management

Execute all necessary inter-agency agreements (MOU,IAA, etc.) and complete funding transfers as required per agreement

✓ Q2 2006 ✓

3/29/06 -- 3/24/06-- Received voicemail confirmation from GSA on the receipt and execution of MOU (requested e-mail confirmation)
 3/13/06 -- OMB grants conditional acceptance pending submission of evidence of completion by March 31, 2006.
 3/2/06 -- 2/2/2006--USAID is in the process of finalizing this MOU expects to meet all deadlines for this requirement.

Execute all necessary inter-agency agreements (MOU,IAA, etc.) and complete funding transfers as required per agreement

✓ Q2 2007 ✓

3/14/07 -- OMB - Conditional acceptance granted pending submission of required evidence of completion prior to end of quarter.
 3/6/07 -- 3/1/07 -- USAID is in the process of negotiating inter-agency agreements and expects to have a new MOU executed by the end of the quarter.

E-Authentication

Provide a ramp-up plan to achieve production implementation of the E-Authentication Service

Agency is completing plan to implement initiative as required.

Q4 2005 ✓

10/21/05 -- Completed
 7/1/05 -- Plan must be provided to OMB and initiative for this milestone to be considered complete

Implement the E-Authentication Service for public-facing systems requiring electronic authentication in FY 2007

Implement the E-Authentication Service for all web-based systems requiring electronic authentication

Provide report to OMB and E-Authentication identifying all existing and planned web-based systems requiring electronic authentication

Q1 2006 ✓

12/8/05 -- 12/6/2005 -- USAID is on target to submit data call by the 12/15/05 due date.
 12/6/05 -- OMB grants conditional acceptance pending submission of evidence of completion by December 30, 2005.
 12/1/05 -- 11/29/05 -- According to Brian Doherty (GSA), there is a data call underway, with a due date of 12/15. This task is a combination of two efforts: 1) Refresh Ramp-up data originally collected last year, and 2) Reporting of risk assessment data, as required in OMB's E-Authentication Guidance, M-04-04. The Risk

U.S. Agency for International Development

E-Authentication

Assessment Due Date was originally September 15, 2005 but OMB pushed it back to 12/15 To facilitate the combination of the two efforts. USAID participates in the weekly conference call for E-Authentication and will submit the full report to GSA and OMB by the 12/15/2005 deadline.

Financial Management LoB

Select a Center of Excellence (COE) which will host the Agency's core financial management systems and to which the Agency may migrate its financial management services

Sign MOU with selected COE to host agency's core financial management systems

Select a Center of Excellence (COE) to host the agency's core financial management systems

Agree to participate in the FM LOB by signing the FM LoB MOU.

Q3 2005

✓

10/21/05 -- Complete. Waiting on new MOU for FY2006. Spoke with Ed Golden from DOE FM LoB Program Management Office.

Collaborating with Department of State who will host a common accounting system for USAID and State. FY 05

Q4 2005

✓

10/21/05 -- USAID assisted Department of State in preparing the OMB Exh bit 300 for submission to OMB and await hearing to see if DOS is selected as a Center of Excellence. Once DOS is selected as a COE, then when USAID moves Phoenix to Charleston (which is currently scheduled for 11/18/05), USAID will have essentially gone with the international foreign affairs COE in alignment with the FM LoB best practices.

Migrate financial management hosting (and potentially services) to the selected COE

Shut down financial management systems migrated to COE

Migrate financial management systems to selected COE

Begin migration of financial management systems to selected CoE

Provide report to OMB identifying the financial management systems to potentially migrate to selected COE

Q2 2006

✓

3/2/06 -- 3/1/2006 -- Status of the COE has not changed since 11/18/2005. USAID has been in direct contact with GSA, the new PMO for the FM LoB and they are awaiting word from OMB on the Department of State/ USAID COE petition. 11/18/2005 -- USAID completed migration of Phoenix production operations to Department of State facility in Charleston, SC. Department of State application to become a COE for the FM LoB is still pending. USAID is expecting this approval and will be compliant with this requirement accordingly.

Sign MOU and participate in the LoB governance

General Program Management

Execute all necessary inter-agency agreements (MOU,IAA, etc.) and complete funding transfers as required per agreement

✓ Q2 2006

✓

3/29/06 -- 3/27/06 Received voicemail confirmation of receipt and execution of MOU (requested e-mail confirmation)
3/13/06 -- OMB grants conditional acceptance pending submission of evidence of completion by March 31, 2006.
3/2/06 -- 3/1/2006 USAID received a new MOU from GSA and expects to meet all deadlines for this requirement. 2/2/2006--

U.S. Agency for International Development

Financial Management LoB

USAID is in the process of finalizing this MOU expects to meet all deadlines for this requirement.

Execute all necessary inter-agency agreements (MOU,IAA, etc.) and complete funding transfers as required per agreement	✓	Q2	2007	✓	3/12/07 -- OMB - Conditional acceptance granted pending submission of required evidence of completion prior to end of quarter. 3/6/07 -- 3/1/07 -- USAID is in the process of negotiating inter-agency agreements and expects to have a new MOU executed by the end of the quarter.
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Human Resources Management LoB

Select a Shared Service Provider to which the Agency will migrate HR services

Sign MOU with selected Shared Services Provider to host agency's HR systems

Select a Shared Service Provider to host the agency's HR systems

Agree to participate in the HR LOB by signing the LoB MOU.		Q3	2005	✓	10/21/05 -- Received MOU for FY06 from OPM on September 28, 2005. Will finalize assesment of the Shared Services Centers for HR LoB functions in alignment with execution of MOU.
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Assessment of Shared Services Centers for HR LoB functions;compensation management, benefits management and personel action processing. By the end of the FY, will be expecting to begin assessing the merits of approved service centers		Q4	2005	✓	10/21/05 -- Received MOU for FY06 from OPM on September 28, 2005. Will finalize assesment of the Shared Services Centers for HR LoB functions in alignment with execution of MOU. Two senior HR staff represent USAID on the MAESC and are active participants at meetings. USAID plans to attend the 'exposition of services' by the SSCs, and will then evaluate the services.
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Migrate HR services to the selected HR Service Provider

Shut down HR systems migrated to Shared Services Provider

Complete migration of HR systems to selected Shared Services Provider

Begin migration of HR systems to the selected shared service provider

U.S. Agency for International Development

Human Resources Management LoB

Provide report to OMB and Managing Partner identifying the HR systems to potentially migrate to selected Shared Services Provider

Q2 2006 ✓

3/29/06 -- 3/28/06-- USAID is finalizing an internal analysis on all 10 HR Functions outlined by the HR LoB and is coordinating with State pending their petition to be a COE for HR LoB for the Foreign Affairs Community. USAID has communicated this information as part of the MAESC meetings at OPM.

3/10/06 -- Please provide the required systems inventory by March 31, 2006.

3/2/06 -- As a member of the Multi-Agency Executive Strategy Committee (MAESC) at OPM, USAID [Patrick Brown] has participated in many discussions about the timing of migration to shared services under the LOB. The stages of the migration have been moved back several times to accommodate various changes in the plans to design and deliver services through the five Shared Service Centers selected by OPM and OMB to date. There was to be a major exposition last Fall at which the SSCs would explain their services and their costs so that small agencies could decide who to buy various services from. That exposition is now planned for late February or early March. While USAID's HR managers have talked to various SSC staff and seen demos of their planned offerings, it has not been possible to actually plan or schedule any migration.

In addition, Department of State has recently engaged in discussions with OPM and OMB which have led to the conclusion that State will propose itself as a SSC specifically for agencies with Foreign Service components. USAID has been urging State to assume that role for the past two years, and we [Patrick Brown] think it's a very positive step. However, this will affect our scheduling, as State will be the presumptive SSC for USAID, and it's not yet known when their application to be a SSC will be finalized and accepted. As a consequence, any schedule we develop under the PMA e-GOV initiative for the HR LOB will need to be carefully subsumed under State's e-GOV and HR LOB agenda.

Sign MOU and participate in the LoB governance

General Program Management

Execute all necessary inter-agency agreements (MOU, IAA, etc.) and complete funding transfers as required per agreement

✓ Q2 2006 ✓

3/29/06 -- 3/27/06 Received voicemail confirmation from OPM on the receipt and execution of MOU (requested e-mail confirmation)

3/13/06 -- OMB grants conditional acceptance pending submission of evidence of completion by March 31, 2006.

3/2/06 -- 3/1/2006--USAID is waiting on confirmation from OPM to acknowledge completion of this requirement and expect to meet all deadlines associated with the MOU. 2/2/2006--USAID is in the process of finalizing this MOU expects to meet all deadlines for this requirement.

Execute all necessary inter-agency agreements (MOU, IAA, etc.) and complete funding transfers as required per agreement

✓ Q2 2007 ✓

3/14/07 -- OMB - Conditional acceptance granted pending submission of required evidence of completion prior to end of quarter. 3/6/07 -- 3/1/07 -- USAID is in the process of negotiating inter-agency agreements and expects to have a new MOU executed by the end of the quarter.

Agency**Initiative****Phase****Implementation Milestone Information****Milestone****Mjr Qtr FY Complete? Comments****U.S. Agency for International Development****Human Resources Management LoB****Grants Management LoB**

Agency analysis	Respond to GMLOB survey by validating prepopulated information and completing missing information.	Q4	2006	✓	9/5/06 -- USAID completed this requirement on schedule and actively participates in GMLOB activity.	
Agency migration planning	Complete a Declaration of Intent to be a Consortia Lead or a member by August 25th, 2006 in accordance with the GMLOB Guidance for Second Round of Consortia Selection and Consortia Recommendation Process.	Q4	2006	✓	9/5/06 -- USAID completed this requirement on schedule and actively participates in GM LoB activity.	
	Execute signed Memorandum of Understanding (MOU) with Consortia Lead or submit appeal (including Fit /Gap analysis).	Q1	2008	✓	1/16/08 -- [OMB] MOU and/or appeal submitted and currently being reviewed by OMB & GMLoB. 1/2/08 -- 12/31/07 -- Under OMB review. 12/17/07 -- [OMB] Submitted 12/10/2007 - reviewing for completeness. 12/4/07 -- 11/30/07 -- USAID is appealing the consortia lead requirements and has completed the requisite appeals forms including the fit gap analysis. The appeal forms will be submitted prior to the end of Q1 FY08 (12/31/07) once the necessary internal clearance process is completed. 7/31/07 -- OMB - This milestone has been moved until requirements for compliance with the FFATA are fully determined. 2/23/07 -- OMB - Per call with State on 02/21, this milestone is removed as State and USAID are pursuing a joint system implementation. 1/12/07 -- OMB - This milestone is moved until requirements for compliance with the FFATA are fully understood. 10/10/06 -- OMB -- This milestone has been moved to Q2 FY07.	
	Develop an Implementation Strategy Plan that defines the agency's plan for implementing the GMLOB objectives.	✓	Q2	2008	7/31/07 -- OMB - This milestone has been moved until requirements for compliance with the FFATA are fully determined. 2/23/07 -- OMB - Per call with State on 02/21, this milestone is removed as State and USAID are pursuing a joint system implementation. 1/12/07 -- OMB - This milestone is moved until requirements for compliance with the FFATA are fully understood. 10/10/06 -- OMB -- This milestone has been moved to Q3 FY07.	
General Program Management	Execute all necessary inter-agency agreements (MOU, IAA, etc.) and complete funding transfers as required per agreement	✓	Q2	2006	✓	6/4/07 -- 6/1/07 -- USAID fully executed the MOU with NSF (including the transfer of funds) and has received confirmation. USAID has completed this milestone.

Agency**Initiative****Phase****Implementation Milestone Information****Milestone****Mjr Qtr FY Complete? Comments****U.S. Agency for International Development****Grants Management LoB**

Execute all necessary inter-agency agreements (MOU, IAA, etc.) and complete funding transfers as required per agreement

✓ Q2 2007 ✓

3/9/07 -- OMB - This milestone is due in Q2FY07 - please submit required evidence of completion. This milestone was not moved to a future quarter - OMB moved the other 2 milestones (related to MOU with Consortia Lead and related to FitGap) to future quarters. 3/6/07 -- 3/1/07 -- Following discussion with and email confirmation provided by OMB, this requirement is no longer required and will be removed. USAID will continue to work in tandem with the Department of State.

ESRI SmartBUY

All ESRI software purchases utilize SmartBUY contract

Provide report to GSA SmartBUY indicating agency-wide usage of ESRI, including existing contract terms

Q4 2005 ✓

10/21/05 -- N/A. USAID does not have ESRI or Geographic Information System applications in ISMM COTS and Applications portfolio.

Manugistics SmartBUY

All Manugistics software purchases utilize SmartBUY contract

Provide report to GSA SmartBUY indicating agency-wide usage of Manugistics, including existing contract terms

Q4 2005 ✓

10/21/05 -- N/A. USAID does not have Manugistics software in ISMM COTS and Applications portfolio.

Establish policy requiring all future acquisitions of Manugistics to use Manugistics SmartBUY vehicle (may be combined with other agency SmartBUY policy)

Q1 2006 ✓

1/6/06 -- 12/19/2005-- Received confirmation from Pebble Randolph (GSA) that she concurred with our Policy Language for future acquisitions using SmartBUY. 12/6/05 -- OMB grants conditional acceptance pending submission of evidence of completion by December 30, 2005. 12/1/05 -- 11/29/2005 -- USAID finalized an acquisition policy for the use of SmartBUY and incorporated the policy into the Agency's Automated Directives System (ADS) 546. 12/1/2005 -- USAID drafted a policy memorandum to be sent to all international Missions to abide by ADS 546, as appropriate. USAID plans to have this memorandum approved and distributed before December 9, 2005.

WinZip SmartBUY

All WinZip software purchases utilize SmartBUY contract

Provide report to GSA SmartBUY indicating agency-wide usage of WinZip, including existing contract terms

Q4 2005 ✓

12/1/05 -- 11/29/2005 -- USAID received e-mail confirmation from Pebble Randolph from GSA that confirms USAID's use of SmartBUY for an enterprise license for the use of WinZIP. 10/21/05 -- N/A. USAID does not have an agency-wide procurement program for WinZIP software in ISMM COTS and Applications portfolio.

Agency**Initiative****Phase****Implementation Milestone Information****Milestone****Mjr Qtr FY Complete? Comments****U.S. Agency for International Development****WinZip SmartBUY**

Establish policy requiring all future acquisitions of WinZip to use WinZip SmartBUY vehicle (may be combined with other agency SmartBUY policy)

Q1 2006 ✓

1/6/06 -- 12/19/ 2005-- Received confirmation from Pebble Randolph (GSA) that she concurred with our Policy Language for future acquisitions using SmartBUY.
12/6/05 -- OMB grants conditional acceptance pending submission of evidence of completion by December 30, 2005.
12/1/05 -- 11/29/2005 -- USAID finalized an acquisition policy for the use of SmartBUY and incorporated the policy into the Agency's Automated Directives System (ADS) 546. 12/1/2005 -- USAID drafted a policy memorandum to be sent to all international Missions to abide by ADS 546, as appropriate. USAID plans to have this memorandum approved and distributed before December 9, 2005.

Geospatial LoB

Determine agency spending on geospatial investments

Complete agency report on geospatial investments using the guidelines and template developed by the Geo LoB task force

✓ Q3 2006 ✓

6/22/06 -- 6/13/2006-- USAID recieved acknowledgement from OMB (Stacie Boyd) thanking USAID for a timely submission. 6/22/2006--- USAID awaits approval from OMB and GOS LoB on the acceptance and completion of this milestone.
6/9/06 -- Please submit evidence of completion by June 15, 2006.
6/2/06 -- 6/01/06 -- USAID is in the process of putting this report together and expects to meet this requirement on time.

Provide updated agency report on geospatial investments using the guidelines and template developed by the Geo LoB Task Force

✓ Q3 2007 ✓

6/4/07 -- 6/1/07 -- USAID submitted the report to the OMB Portfolio Manager and Initiative Program Manager by April 27th and awaits confirmation of completion from Initiative Program Manager. USAID is on schedule to meet this milestone by the end of the quarter.

General Program Management

Execute all necessary inter-agency agreements (MOU,IAA, etc.) and complete funding transfers as required per agreement

✓ Q2 2007 ✓

6/4/07 -- 6/1/07 -- USAID executed the MOU and awaits confirmation of completion from the agency and the initiative. USAID is on schedule to complete this milestone by the end of the quarter.
3/9/07 -- OMB - Conditional acceptance granted pending submission of required evidence of completion prior to end of quarter.
3/6/07 -- 3/1/07 -- USAID is in the process of negotiating inter-agency agreements and expects to have a new MOU executed by the end of the quarter.

Budget Formulation and Execution LoB

General Program Management

Execute all necessary inter-agency agreements (MOU,IAA, etc.) and complete funding transfers as required per agreement

✓ Q2 2007 ✓

3/6/07 -- 3/1/07 -- USAID has completed execution of all necessary inter-agency agreements and funding transfers as required.

IT Infrastructure LoB

General Program Management

Execute all necessary inter-agency agreements (MOU,IAA, etc.) and complete funding transfers as required per agreement

✓ Q2 2007 ✓

3/12/07 -- OMB - Conditional acceptance granted pending submission of required evidence of completion prior to end of quarter.
3/6/07 -- 3/1/07 -- USAID has signed a MOU for this initiative and awaits GSA's agreement. USAID has completed an in-kind funding transfer as required.

Agency**Initiative**

Phase

Implementation Milestone Information

Milestone

Mjr Qtr FY Complete? Comments

U.S. Agency for International Development**IT Infrastructure LoB**

ITI LoB Alignment

Submit a Department/Agency 5 year plan to optimize the End User Systems and Support area of IT infrastructure that is aligned with the ITI LOB Exhibit 300 Business Case (FY09).

✓ Q2 2008

7/19/07 -- As agreed to by the AAG and a result of the 7/19/07 AAG meeting, milestone has been added.

Information Systems Security LoB

Use of Shared Service Centers

Work with the Information Systems Security Line of Business initiative to use security awareness and reporting services and develop a timeline with reasonable milestones for full implementation.

Q3 2007 ✓

6/13/07 -- OMB - Conditional acceptance granted pending submission of required evidence of completion prior to end of quarter.
6/4/07 -- 6/1/07 -- USAID is on schedule to complete this milestone by the end of the quarter.

IAE-Loans and Grants

General Program Management