

DEPARTMENT OF AGRICULTURE
2014-2015 Agency Plan for the White House Initiative on Asian Americans and Pacific Islanders

Goal Area	Agency Objective	Strategic Activity	Benchmarks
Capacity Building	Improve AAPI access to USDA grants and funding programs.	Conduct baseline assessment of applications for grants and awarding of funds to AAPI-serving organizations and communities (i.e. Hmong Farmers) within each USDA mission area and agency.	Target 1) Conduct baseline assessment of applications for grants and awarding of funds to AAPI-serving organizations and communities from FY 2009-2012. Target 2) Track dollar amounts to AAPI-serving organizations for FY 2013, 2014, and 2015.
Capacity Building	Connect newer AAPI farmers and ranchers with experienced farmers and ranchers to maximize access to USDA programs.	Organize a community forum where farmers can share best practices and information on benefits of USDA programs.	By April 2014, host an AAPI farmer and rancher knowledge-exchange event in at least 3 different states.
Capacity Building	Increase inclusivity and diversity of USDA grants and loans with respect to AAPI participation.	Partner with community-based organizations that serve or target AAPI populations, offering smaller sized grants or loans as appropriate to attract a more diverse and larger number of partners and AAPI beneficiaries.	By June 2014, partner with at least 10 community-based organizations that serve or target AAPI populations in at least 5 different states.
Capacity Building	Strengthen relationship and improve communication and coordination with the Native Hawaiian community.	Develop consultation policy with the Native Hawaiian community.	Target 1) By April 2014, identify areas of work and departmental programs that impact the Native Hawaiian community. Target 2) By June 2014, explore the feasibility of developing a consultation policy with the Native Hawaiian community. Target 3) By December 2014, develop a consultation policy. Target 4) By January 2015, agency components and offices will review existing policies that may be impacted by a consultation policy and revise as necessary. Target 5) By April 2015, consultation policy is implemented.

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Capacity Building	Increase AAPI-owned small business access to Federal opportunities.	The Agency Chief Acquisition Officer(CAO), Senior Procurement Executives (SPEs), Small Business Directors; and/or Office of Small and Disadvantaged Business Utilization (OSDBU) will work together to: 1) partner with national AAPI business groups and technical assistance providers to ensure more AAPI small businesses are aware of agency contract and procurement opportunities; and 2) conduct at least 2 regional engagements with local Asian American chambers.	Increase of outreach activities and engagements with AAPI-owned businesses to provide awareness of agency procurement opportunities; increase the number of AAPI-owned businesses contracting or subcontracting with USDA agencies/offices.
Data	Disaggregate AAPI data beyond OMB Directive 15.	Disaggregate AAPI data on employment and/or programs by Asian and NHPI subgroups for three mission areas (e.g, Rural Development, Farm Service Agency, and NRCS).	Target 1) By April 2014, identify those areas (employment and/or programs) in USDA that have capacity to disaggregate data by Asian and NHPI subgroups. Target 2) By December 2014, produce analyses utilizing available disaggregated data
Data	Identify where AAPI farms and ranches are located and their characteristics.	Map where AAPI farms and ranches are located; collect information about their characteristics; and analyze changes over time, including impact on USDA program participation.	Target 1) Utilizing information obtained in the 2007 USDA Census of Agriculture, conduct a baseline analysis of AAPI farms and ranches. Target 2) By December 2014, conduct a comparative analysis utilizing data from the 2012 USDA Census of Agriculture, and identify ways to improve collection and use of AAPI data in the 2017 Census of Agriculture.

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<p>Data</p>	<p>Improve data disaggregation practices.</p>	<p>Review internal and external data disaggregation practices and explore potential for replication of best practices and systems.</p>	<p>Target 1) Establish an internal working group to discuss feasibility of disaggregating Asian American and Native Hawaiian Pacific Islander quantitative and qualitative subgroup data. T Target 2) By March 2014, hold meetings with WHIAAPI and at least two agencies that currently disaggregate Asian American and Native Hawaiian Pacific Islander subgroup data to discuss best practices. Target 3) By July 2014, produce a list of specific USDA agency or office programs that have the capacity to disaggregate data by Asian American and Native Hawaiian Pacific Islander subgroup. Target 4) By Sept 2014, prioritize at least two programs that will disaggregate data by Asian and Native Hawaiian Pacific subgroup. Target 5) By April 2015, produce qualitative and quantitative disaggregated Asian and Native Hawaiian Pacific subgroup data for at least two programs.</p>
<p>Language Access</p>	<p>Identify areas where Limited English Proficiency (LEP) needs could be better addressed.</p>	<p>Conduct an assessment of complaint data on language and also the language line pilot program.</p>	<p>Produce assessment of complaint data on language and also the language line pilot program.</p>
<p>Language Access</p>	<p>Expand Limited English Proficiency (LEP) Programs for AAPIs to improve program delivery.</p>	<p>Conduct an assessment of the agency's translation capabilities and skills in AAPI languages.</p>	<p>In FY 2014, produce an assessment of AAPI language capability/skills among employees in USDA agencies with greatest opportunities to interact with AAPI individuals; and identify options for translation services using technology.</p>
<p>Language Access</p>	<p>Expand Limited English Proficiency (LEP) Programs for AAPIs to improve program delivery.</p>	<p>Increase the number of AAPI languages used in key USDA translated program materials.</p>	<p>Target 1) Develop educational materials in at least 3 additional AAPI languages about specific USDA programs. Target 2) By June 2014, develop effective dissemination strategy to ensure that these materials are properly distributed and understood in the top metropolitan and rural areas where AAPIs reside.</p>

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Language Access	Strengthen relationship and improve communication and coordination with the Native Hawaiian community.	Conduct pilot program for enhanced AAPI language services.	Design and implement a pilot program for AAPI language assistance in at least 5 states with significant AAPI stakeholder populations.
Language Access	Comply with Federal language access policy pursuant to EO 13166.	Develop and submit to Department of Justice a language access plan that complies with EO 13166.	By April 2014, establish a Language Access Working Group and submit to DOJ a language access action plan that complies with EO 13166.
Language Access	Utilize multilingual employees during periods of Federally declared disasters and for translation and interpretation purposes.	Organize a community forum where farmers can share best practices and information on benefits of USDA programs.	Develop method and plan by August 2014.
Workforce Diversity	Expand AAPI Federal employment opportunities through increased recruitment, retention, and promotion efforts.	Establish partnership with AANAPISIs to build a career pipeline and develop data and research projects that generate important data and information on AAPIs.	Through FY 2015, establish at least 3 MOUs or other partnerships with AANAPISIs and with APIACU to strengthen the career pipeline to USDA and support research projects.
Workforce Diversity	Expand AAPI Federal employment opportunities through increased recruitment, retention, and promotion efforts.	Develop and include measures to achieve a diverse and inclusive workforce of AAPIs at all grade levels as critical elements in executive and management performance plans.	Assess effectiveness of the inclusion in FY 2013 of diversity and inclusion measures as critical performance elements in performance plans for all SES, managers, and supervisors; implement any appropriate adjustments needed in FY 2014-2015 performance plans.
Workforce Diversity	Expand AAPI Federal employment opportunities through increased recruitment, retention, and promotion efforts.	Improve training and development opportunities for AAPI employees as determined by attainment of Individual Development Plans (IDPs).	Conduct a survey of AAPI employees in USDA to measure the number and percent who have achieved their IDP training and development goals.
Workforce Diversity	Expand AAPI Federal employment opportunities through increased recruitment, retention, and promotion efforts.	Conduct barrier analysis to hiring and recruitment at each grade level in each of the USDA mission areas and agencies/offices, and implement a focused strategy for those USDA agencies/offices with below CLF figures.	By April 2014, complete barrier analysis to hiring and recruitment and develop strategic plan to reduce barriers at all grade levels within each USDA agency/office.
Workforce Diversity	Expand AAPI Federal employment opportunities through increased recruitment, retention, and promotion efforts.	Increase USDA employees' understanding of the AAPI community through Diversity and Inclusion training on AAPI culture.	By December 2014, institute mandatory multicultural training curriculum specifically on AAPI culture for all employees.

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<p>Workforce Diversity</p>	<p>Expand AAPI Federal employment opportunities through increased recruitment, retention, and promotion efforts.</p>	<p>Partner with AAGEN's SES Development Program to bolster the certification of qualified SES applicants from USDA.</p>	<p>By February 2014, reach out to AAGEN to identify specific partnership opportunities for developing USDA employees. By February 2014, USDA will identify specific resources for established MOUs made with AAPI affinity groups to AAPI development and leadership training</p>
<p>Workforce Diversity</p>	<p>Expand AAPI Federal employment opportunities through increased recruitment, retention, and promotion efforts.</p>	<p>Promote employment opportunities and conduct analysis of AAPI applicants at all GS grade levels and SES.</p>	<p>By September 2015, develop system to collect AAPI applicant flow data and mechanism to review final rosters of job applicant to determine characteristics that contributed to a successful hiring of AAPI and any barriers in hiring AAPIs.</p>