

GENERAL SERVICES ADMINISTRATION

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

Goal Area	Agency Objective	Strategic Activity	Benchmarks
Capacity Building	Increase understanding of GSA programs among AAPIs.	Enhance outreach efforts to AAPI community.	Target 1) Develop a national outreach plan that includes specific strategies for distributing information about GSA programs by June 2014. Target 2) Implement plan by September 2014.
Capacity Building		Increase communication with AAPI community.	Target 1) Identify and enlist key AAPI vendors to participate in small business roundtables in targeted highly populated AAPI areas/regions (LA, CHI, DC), with a goal of 60-75 vendors in attendance for FY 2014. Target 2) Identify and enlist key AAPI vendors to participate in small business roundtables in targeted highly populated AAPI areas/regions (LA, CHI, DC), with a goal of 60-75 vendors in attendance for FY 2015.
Capacity Building	Improve AAPI access to information about GSA contracts and schedules.	Conduct baseline assessment of GSA contracts awarded to AAPI firms (large and small).	Target 1) Conduct baseline assessment of GSA contracts to AAPI firms (large and small from FY 2009-2012). Target 2) Track GSA contracts and dollar amounts to AAPI firms for FY 2013. Target 3) Track GSA contracts and dollar amounts to AAPI firms for FY 2014. Target 4) Track GSA contracts and dollar amounts to AAPI firms for FY 2015.
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

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<p align="center">Capacity Building</p>	<p>Increase AAPI small business access to Federal opportunities.</p>	<p>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.</p>	<p>Increase of AAPI-owned businesses awareness of agency procurement opportunities; increase of AAPI-owned businesses contracting or subcontracting with agency. Target 1) Identify and enlist key AAPI vendors to participate in small business roundtables in targeted highly populated AAPI areas/regions (LA, CHI, DC), with a goal of 60-75 vendors in attendance for FY 2014. Target 2) Identify and enlist key AAPI vendors to participate in small business roundtables in targeted highly populated AAPI areas/regions (LA, CHI, DC), with a goal of 60-75 vendors in attendance for FY 2015.</p>
<p align="center">Capacity Building</p>	<p>Improve AAPI access to GSA technical assistance pertaining to contracts.</p>	<p>Develop plan to support greater AAPI access to programs and services.</p>	<p>Target 1) Conduct at least 2 technical assistance events or webinars for FY 2014 for AAPI small business community on GSA contracting/schedules opportunities. Target 2) Conduct at least 2 technical assistance events or webinars for FY 2015 for AAPI small business community on GSA contracting/schedules opportunities. Target 3) Conduct at least 2 technical assistance events or webinars for fiscal year 2016 for AAPI small business community on GSA contracting/schedules opportunities.</p>
<p align="center">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>The Federal Procurement Data System (FPDS) disaggregates data by socioeconomic categories. In addition, the Office of Small Business Utilization Small Business Dashboard which pulls its information from FPDS disaggregates said data. Target 1) The Office of Small Business Utilization will continue making this data available in FY 2014. Target 2) The Office of Small Business Utilization will continue making this data available in FY 2015.</p>

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<p align="center">Data</p>	<p>Disaggregate AAPI Data in accordance with OMB Directive 15.</p>	<p>Assess capability to disaggregate data into Asian and Native Hawaiian and Pacific Islander sub-groups.</p>	<p>GSA's Office of the Chief People Officer collects this data for each fiscal year. We currently have the FY 2012 data available upon request from CPO. Target 1) GSA's Office of the Chief People Officer will disaggregate AAPI Data in accordance with OMB Directive 15 for FY 2013. Target 2) GSA's Office of the Chief People Officer will disaggregate AAPI Data in accordance with OMB Directive 15 for FY 2014. Target 3) GSA's Office of the Chief People Officer will disaggregate AAPI Data in accordance with OMB Directive 15 for FY 2015.</p>
<p align="center">Language Access</p>	<p>Utilize multilingual employees for translation and interpretation purposes.</p>	<p>Determine the method and policies for assessment of multilingual employees and a plan for how and when they can be used and shared within the agency to provide language services.</p>	<p>This is covered in GSA's Language Access Plan submitted to DOJ in August 2011.</p>
<p align="center">Language Access</p>	<p>Comply with Federal language access policy.</p>	<p>Develop and submit to Department of Justice a language access plan that complies with EO 13166.</p>	<p>In accordance with EO 13166, GSA Language Access Plan (LAP) was submitted to DOJ in August 2011. Since then SSOs have conducted an assessment of their public-facing programs and activities, and developed tailored procedures that address both translation and interpretation requirements. GSA's LAP and additional LAP resources are available for staff review and use on GSA's Interact Site via the Office of Civil Rights page.</p>

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<p align="center">Language Access</p>	<p>Improve delivery of services and information to LEP individuals.</p>	<p>Develop protocols within offices of public affairs or external communications to translate (or develop other media - video, webinars, radio announcements - for) public service announcements, press releases, and other information into AA and PI languages, develop a list of AA and PI ethnic media outlets for distribution, and develop plans for community feedback and engagement.</p>	<p>GSA has a list of ethnic media outlets used for distribution. GSA also has the ability to provide translated materials on an as needed basis. Target 1) In FY 2014, discuss the feasibility of having the Language Access Working group revisit the submitted Language Access Plan to explore the option of offering a wider range of translated materials in AAPI languages. Target 2) In FY 2014 discuss with the Office of Citizen Services and Innovative Technologies (OCSIT) the feasibility of offering certain AAPI translated languages via their social media platforms.</p>
<p align="center">Workforce Diversity</p>	<p>Foster the recruitment, career development, and advancement of AAPis in the agency.</p>	<p>Promote employment opportunity and conduct analysis of AAPI applicants at the GS/11-13 levels.</p>	<p>GSA's Office of the Chief People Officer conducted an Asian, Native Hawaiian, Other Pacific Islander Workforce Analysis in FY 2013. Per GSA's Diversity Inclusion Strategic Plan the collection of this data is an ongoing agency effort, to be completed each fiscal year. Target 1) Per GSA's Diversity Inclusion Strategic Plan, the collection of this data is an ongoing agency effort and will be collected for FY 2014. Target 2) Per GSA's Diversity Inclusion Strategic Plan the collection of this data is an ongoing agency effort and will be collected for FY 2015.</p>
<p align="center">Workforce Diversity</p>		<p>Continue to offer career development training and resources to full effect.</p>	<p>Ensure career development programs are equally accessible to all minority groups. Per GSA's Diversity Inclusion Strategic Plan dated March 2012 this is an ongoing agency effort. Target 1) For FY 2014 ensure career development programs are equally accessible to all minority groups, per GSA's Diversity Inclusion Strategic Plan. Target 2) For FY 2015, ensure career development programs are equally accessible to all minority groups per GSA's Diversity Inclusion Strategic Plan.</p>

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<p>Workforce Diversity</p>		<p>Partner with AAPI organizations such as AAGEN's SES Development Program to increase AAPI applicants to SES.</p>	<p>Develop a process to track GSA AAPI participants in SES development programs. Per GSA's Diversity Inclusion Strategic Plan the tracking of this information is an ongoing yearly effort.</p> <p>Target 1) Per GSA's Diversity Inclusion Strategic Plan the tracking of this information is an ongoing yearly effort and will be tracked for FY 2014.</p> <p>Target 2) Per GSA's Diversity Inclusion Strategic Plan the tracking of this information is an ongoing yearly effort and will be tracked for FY 2015.</p>
<p>Workforce Diversity</p>		<p>Survey existing barriers and development plans to address structural issues.</p>	<p>A Barrier Analysis focused on the AAPI community was conducted by GSA's Chief People Office in FY 2013. Per GSA's Diversity Inclusion Strategic Plan this analysis will continue to be a yearly effort. Target 1) Per GSA's Diversity Inclusion Strategic Plan this analysis will continue to be a yearly effort and will be tracked for FY 2014.</p> <p>Target 2) Per GSA's Diversity Inclusion Strategic Plan this analysis will continue to be a yearly effort and will be tracked for FY 2015.</p>
<p>Workforce Diversity</p>	<p>Develop a targeted recruitment strategy to eliminate barriers to employment, and ensure outreach to diverse communities including the AAPI community.</p>	<p>Develop targeted strategies to increase outreach to AAPI communities particularly for executive positions.</p>	<p>Target 1) Create a top 25 list of targeted AAPI events, conferences, and career fairs, including law enforcement conferences, of relevance to GSA by the end of FY 2014 Q2.</p> <p>Target 2) Explore the feasibility of attending the highest priority events for FY 2015.</p>