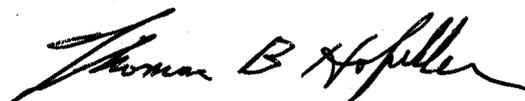


For: FSA Employees

Distributing FSA FY 2005-2011 Strategic Plan Communication Materials

Approved by: Acting, Administrator



1 Overview

A Background

The development and communication of FSA’s Strategic Plan is central to:

- FSA’s Budget and Performance Management System (BPMS)
- achieving results.

As the cornerstone of BPMS, FSA’s Strategic Plan:

- provides a roadmap for FSA to accomplish its mission and goals
- aligns individual employee efforts to FSA’s collective vision
- helps FSA “tell its story” to Congress, OMB, FSA customers, and the American public.

Since the June 2006 release of USDA’s FY 2005-2010 Strategic Plan, FSA has worked to revise its draft FY 2005-2011 Strategic Plan to coordinate better with USDA’s goals and reflect budget realities. A final version of the full FSA FY 2005-2011 Strategic Plan will be released after completing final revisions and clearance.

Notice AO-1371 encouraged employees to visit the BPMS Intranet web site to view an Administrator-approved Strategic Plan Framework. The Framework, which graphically displays FSA’s goals, objectives, and performance measures, is now joined by 3 additional strategic plan communication pieces.

With the full cooperation of the BPMS Core Team, the Strategic Performance and Evaluation Staff (SPES) has developed both printed and web-based communication materials to give employees and other stakeholders vital information about FSA’s Strategic Plan.

Disposal Date	Distribution
December 1, 2007	All FSA employees; State Offices relay to County Offices

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1 Overview (Continued)

B Purpose

This notice:

- informs all employees that communication materials related to FSA's FY 2005-2011 Strategic Plan, to which employee performance plans must be linked according to Notice PM-2482, are available in print and on the web
- includes specific procedures for the dissemination of printed communication materials to State and County Offices
- directs employees to the BPMS Intranet web site for additional information about FSA's Strategic Plan, as it becomes available
- directs supervisors to the BPMS Intranet web site to view a short presentation on FSA's Strategic Plan and Business Framework Poster.

C Contact

Submit questions or comments about this notice or FSA's Strategic Plan communication materials to SPES by either of the following:

- Internet at <https://askfsainternal.custhelp.com>

Note: Supervisors may e-mail Randy Gibson, Branch Chief for Planning and Performance, SPES, at randy.gibson@wdc.usda.gov.

- telephone at 202-720-5542.

2 Action

A State Office Action

State Offices shall ensure that:

- at least 1 copy of the 36-inch by 34-inch Strategic Plan and Business Framework Poster is ordered for the State Office and for each County Office

Note: To place orders, State Offices shall e-mail Tanya Hicks at YourFSAComments@wdc.usda.gov or call 202-720-5542 with the following information:

- name of State Office contact
- State
- mailing address
- number of County Offices in the State.

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2 Action (Continued)

A State Office Action (Continued)

- copies of Strategic Plan and Business Framework Posters are distributed to every County Office in the State and displayed
- every full-time FSA employee receives the following:
 - 1 copy of the FSA FY 2005-2011 Strategic Plan Highlights Booklet
 - 1 copy of the FSA FY 2005-2011 Strategic Plan foldout

Note: Extra copies of communication materials are provided for distribution to the public through County Offices.

- employees are encouraged to read and ask questions about FSA's Strategic Plan communication materials.

Note: If communication materials (Strategic Plan Highlights Booklet and Strategic Plan foldout) are **not** received by July 9, 2007, or materials are damaged, contact Tanya Hicks.

B Employee Action

Each FSA employee will receive a copy of the Strategic Plan Highlights Booklet and Strategic Plan Foldout. Employees should familiarize themselves with the information presented and confirm that their individual performance plans align accordingly.

Web versions of the USDA-approved Strategic Plan Framework, the Strategic Plan Highlights Booklet, the Strategic Plan Foldout, and the Strategic Plan and Business Framework Poster are available to employees online under "Strategic Plans" at either of the following:

- <http://www.fsa.usda.gov/performance>
- <http://intranet.fsa.usda.gov/bpms/>.

The BPMS Intranet web site also features:

- an interactive Strategic Plan Alignment Tool that illustrates how each FSA program aligns with the goals and objectives of the Strategic Plan
- a short presentation for supervisors that explains the Strategic Plan and Business Framework Poster.