



## Programmatic Reporting Guide

### PROBLEM STATEMENT

FFP carries a portfolio of statutory and non-statutory reporting obligations including the Food Aid Quality Review (FAQR), congressional reporting touchpoints, and partner-facing reporting. USDA needs a reporting architecture that USDA can run.

### WHY IT MATTERS

Reporting cadence and accuracy are visible to Congress, OIG, and the public. Reporting that breaks invites oversight escalation. Reporting that works builds program credibility.

### HSG'S APPROACH

1. Document the full FFP reporting calendar — FAQR (Food Aid Quality Review), congressional touchpoints, partner reporting, and the USAID FFP M&E V2.0 cadence that USDA inherits.
2. Inherit USAID FFP M&E V2.0 reporting architecture — adapt to USDA reporting context, identify policy gaps where inherited methodology must be supplemented, and re-issue under USDA authority.
3. Map every reporting flow to its statutory or contractual source.
4. Build report-production templates and the AI-augmented draft-generation workflow.
5. Define USDA-side ownership and approval architecture aligned with FAS Departmental reporting governance.

### EXPECTED DELIVERABLES

- Programmatic Reporting Guide (PWS Deliverable 8) — month 8
- FFP reporting calendar with statutory mapping
- USAID FFP M&E V2.0 inheritance and adaptation methodology
- Report templates with AI-augmented draft generation
- Ownership and approval architecture (USDA / FAS aligned)

### EXPECTED OUTCOME

**USDA produces FFP reports on cadence, with traceable methodology, defensible accuracy, and a clear ownership map.**

### ENGAGEMENT TEAM

#### PRIMARY LEAD

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#### CONTRIBUTORS

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