



Food and
Nutrition
Service

Park Office
Center

3101 Park
Center Drive
Alexandria
VA 22302

Dear State and Recipient Agency USDA Foods Stakeholder:

As a recipient of this letter, you have been identified as a potential participant in a critical project for the USDA Foods program. The Department of Agriculture (USDA) Food and Nutrition Service (FNS) and Agricultural Marketing Service are co- sponsoring a Business Management Improvement (BMI) project to improve the USDA Foods business processes. The term BMI may be unfamiliar to some but is the equivalent of a Business Process Re-engineering (BPR). The BMI started October 2015 and will complete March 2017. BMI outputs will be new or modified processes to improve business efficiency and integration of USDA Foods into Federal, industry, State and Recipient Agency business operations.

USDA Foods stakeholders participated in As-Is process definition workshops from January to May. The BMI contractor, Capgemini, is facilitating a series of To-Be workshops in June and July. One of the key elements of the project is use of an Accelerated Solution Environment (ASE). Following the To-Be workshops, project members will participate in ASE sessions to design and reach consensus on the To-Be processes. The To-Be ASE session is scheduled for August 16 – 18, 2016 from 8:00 a.m. to 6:00 p.m., in Washington, D.C. at the Capgemini location.

The BMI project is a significant milestone in the evolution of the USDA Foods program providing stakeholders with an opportunity to provide their process improvement ideas. Invitations to attend the August ASE were distributed in May.

I strongly encourage you to consider participating in the project to define the future of the USDA Foods business for the maximum benefit of all stakeholders. Travel to the ASE sessions is an allowable use of State Administrative Expense funds.

If you have any questions, please feel free to contact Dennis Sullivan at 703-305-0188.

Sincerely,
**Original
Signed**

Laura Castro
Director
Food Distribution Division

Enclosure