



United States Department of Agriculture

Office of the Secretary  
Washington, D.C. 20250

Ms. Elizabeth Angerman  
1500 Pennsylvania Avenue, NW  
Washington, DC 20220

Dear Ms. Angerman:

In submitting this letter, I confirm on behalf of the Department of Agriculture (USDA) that the Office of the Chief Financial Officer (OCFO) will be applying to be a Federal Shared Service Provider (FSSP) for financial management. I confirm that USDA meets all of the FSSP Screening Criteria. If selected, will provide, at a minimum the mandatory financial management services to other federal agencies throughout the federal government.

If selected to be a FSSP for financial management USDA will comply with the implementation of the Office of Management and Budget Memorandum M-13-08, "Improving Financial Systems through Shared Services" dated March 25, 2013. In doing so, USDA will agree to:

- Support the growth of the FSSP organization and the development of technical capabilities through, but not limited to, on boarding new Chief Financial Officer Act agencies, sometimes concurrently, to meet the Agency Modernization Timetable as reported by federal agencies;
- Participate in workshops to help standardize and capture the prices of service offerings consistently, which will then be published in the Products and Services Catalog;
- Enter my agency's data in the Shared Service Provider Benchmarking Tool;
- Participate in the governance for this initiative; and
- Include external agency customers in its financial management governance structure such that they have a voice in decisions that impact them.

A handwritten signature in dark ink, appearing to read "Krysta Harden", written over a horizontal line.

Krysta Harden  
Deputy Secretary

Nov 21, 2013  
Date