

**PROGRAM NARRATIVE****Date:** 12/07/2012**602 Department of Agriculture****Time:** 14:59:27**Program:** Administrative Services**Reporting level:** 00-602-100-00-00-00-00000000**Program Performance Measures**

**North Dakota Mediation Service:** The achievement measure of mediation is the rate of agreements which avoid formal administrative appeals, foreclosures and bankruptcies, or provide assistance to successfully secure financing for beginning farmers.

**Fiscal Management:** The achievement measure is the successful oversight of developing and tracking the agency's budget, processing of payroll, paying of bills, and depositing of revenue.

**Information Technology:** The achievement measure is to ensure the department's information technology plan meets the data tracking and communication needs for all department programs.

**Program Statistical Data**

**North Dakota Mediation Services:** Negotiating assistance was provided to 85 farmers and ranchers during fiscal year 2011, and 102 farmers and ranchers were assisted during fiscal year 2010. In fiscal year July 2011, 111 mediation requests/notices were received by the North Dakota Mediation Service, with agreements being reached in 84 percent of the cases (61) mediated. One hundred sixty four (164) mediation notices/requests were received in fiscal year 2010, with agreements being reached in 89 percent of the cases (74) mediated. North Dakota Mediation Service also compiles statistics by year and county on the number of voluntary conveyances of farmland and the acreage involved in the transactions. The conveyances apply to farmland only and the lender to whom the land was surrendered. This is done in an effort to better understand what is happening to farmers in North Dakota and what area(s) of the state are most affected. In 2010, there were 8 voluntary conveyances involving 2,291.31 acres. In 2011, there were 8 voluntary conveyances involving 1,335.84 acres. Statistics on farm foreclosures are also tracked by North Dakota Mediation Service. In 2010, there were 8 farm foreclosures involving 6,928.56 acres. In 2011, there were 3 farm foreclosures involving 525 acres. The 2011 legislature gave the mediation service additional duties. New legislation was passed which expanded mediation eligibility requirements for mediation. The new law allows the mediation service to mediate disputes related to energy development. The level of compensation for surface damages caused by energy development is the issue most often mediated. New legislation also expanded the mediation service's responsibilities to include disputes between the ND Game and Fish Department and land owners with deer depredation problems. With the recent mild winter, no requests for services have been received, but a process is in place should conditions change.

**Fiscal Management:** Fiscal Management tracks expenditures and files reports for over 30 grants. It also tracks 325 contracts during the biennium. Fiscal Management processes payroll for 77 FTEs and oversees personnel responsibilities such as workforce safety training.

**Information Technology:** Information Technology provides desktop support, planning, and IT procurement for 77 FTEs and over 30 temporary employees – depending on seasonal variability. It also oversees three websites.

**Explanation of Program Costs**

Information technology costs are a significant amount due to the fee structure for services provided by ITD. Information technology charges are significant, since daily contact with constituents, department staff, and others are the major means of providing the services of this division.

Travel is a significant amount because the agriculture commissioner is active statewide, regionally, and nationally on significant agricultural and rural issues. The North Dakota Mediation Service field staff also travels across the state to assist agriculture producers.

Office lease is a significant operating expense. During the 2009-2011 biennium, the department moved 10 FTEs to a secondary location in order to ease overcrowding issues in the Capitol Building.

**PROGRAM NARRATIVE**

602 Department of Agriculture

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Program: Administrative Services

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Salaries are a significant amount for this division. FTEs in this division provide core department support for fiscal management, information technology, mediation, and administrative duties.

**Program Goals and Objectives****Goals:**

- Assist the agriculture commissioner in carrying out legally mandated responsibilities.
- Respond to concerns and provide assistance to constituents.
- Assist farmers/ranchers in seeking loans or other agreements with Farm Service Agency, Farm Credit Services, Bank of North Dakota, or other lenders.
- Help prepare applications, Farm and Home plans, and other forms required by lenders.
- Analyze farming/ranching operations and provide options.
- Assist farmers/ranchers in resolving compliance or other disputes with state and federal agencies.
- Refer clients to attorneys, accountants, or other professional services as needed. Provide mediation for farmers, creditors and others dealing with farmers.
- Cooperate with other state agencies, non-profits, and service providers to assist qualified farm families to access available services.
- Establish and maintain proper fiscal management controls.
- Develop and implement a dynamic information technology plan.

**Objectives:**

- To establish policies and provide leadership to encourage a healthy agricultural economy, a sustainable system of agriculture, and a vital rural North Dakota.
- To provide fiscal management and information technology support services to the various divisions of the department, and to provide coordination and efficient delivery of various agency services.
- To provide a fair, realistic and timely dispute resolution service to North Dakota's farmers and ranchers, some of whom are experiencing financial or other difficulties; to their creditors, and to others.
- To maintain the number of farmers in North Dakota by helping existing farmers improve their financial management skills and by assisting new farmers to become established.

**REQUEST DETAIL BY PROGRAM**602 Department of Agriculture  
Biennium: 2013-2015

Bill#: HB1009

Date: 12/07/2012

Time: 14:59:27

Program: Administrative Services		Reporting Level: 00-602-100-00-00-00-00000000			
Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Request 2013-2015
<b>Salaries and Wages</b>					
Salaries - Permanent	1,445,485	1,625,083	(137,623)	1,487,460	0
Temporary Salaries	54,980	72,523	101,549	174,072	155,235
Overtime	2,549	0	0	0	0
Fringe Benefits	539,751	619,891	(40,697)	579,194	35,244
Reduction In Salary Budget	0	0	0	0	(117,100)
<b>Total</b>	<b>2,042,765</b>	<b>2,317,497</b>	<b>(76,771)</b>	<b>2,240,726</b>	<b>73,379</b>
<b>Salaries and Wages</b>					
General Fund	1,685,444	1,878,440	(99,892)	1,778,548	15,280
Federal Funds	315,689	374,153	48,670	422,823	37,956
Special Funds	41,632	64,904	(25,549)	39,355	20,143
<b>Total</b>	<b>2,042,765</b>	<b>2,317,497</b>	<b>(76,771)</b>	<b>2,240,726</b>	<b>73,379</b>
<b>Operating Expenses</b>					
Travel	124,545	118,968	(8,855)	110,113	3,000
Supplies - IT Software	20,859	20,034	(9,354)	10,680	2,000
Supply/Material-Professional	4,166	3,852	0	3,852	2,000
Miscellaneous Supplies	988	5,363	0	5,363	2,500
Office Supplies	8,451	7,469	(1,198)	6,271	500
Postage	6,975	9,824	(897)	8,927	500
Printing	4,032	11,070	(2,146)	8,924	800
IT Equip Under \$5,000	24,812	6,159	11,041	17,200	2,000
Other Equip Under \$5,000	240	0	0	0	2,000
Office Equip & Furn Supplies	73,375	15,508	0	15,508	4,000
Insurance	840	2,235	0	2,235	0
Rentals/Leases - Bldg/Land	39,079	103,901	23,701	127,602	0
Repairs	72,772	1,590	0	1,590	0
IT - Data Processing	69,182	43,595	(1,977)	41,618	50,900
IT - Communications	32,145	34,748	(7,676)	27,072	2,600
IT Contractual Svcs and Rprs	5,195	12,181	12,819	25,000	1,000
Professional Development	27,613	54,857	(3,679)	51,178	(10,001)
Operating Fees and Services	35,747	64,845	(13,059)	51,786	200
Fees - Professional Services	3,703	5,008	43,669	48,677	50,000
Medical, Dental and Optical	61	0	0	0	0
Other Expenses	9,789	17	0	17	0
<b>Total</b>	<b>564,569</b>	<b>521,224</b>	<b>42,389</b>	<b>563,613</b>	<b>113,999</b>

**Operating Expenses**

**REQUEST DETAIL BY PROGRAM**602 Department of Agriculture  
Biennium: 2013-2015

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Program: Administrative Services		Reporting Level: 00-602-100-00-00-00-00000000			
Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Request 2013-2015
General Fund	472,365	237,523	42,389	279,912	113,999
Federal Funds	82,307	104,100	0	104,100	0
Special Funds	9,897	179,601	0	179,601	0
<b>Total</b>	<b>564,569</b>	<b>521,224</b>	<b>42,389</b>	<b>563,613</b>	<b>113,999</b>
<b>Grants</b>					
Grants, Benefits & Claims	1,570	0	0	0	0
<b>Total</b>	<b>1,570</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Grants</b>					
General Fund	1,570	0	0	0	0
Federal Funds	0	0	0	0	0
Special Funds	0	0	0	0	0
<b>Total</b>	<b>1,570</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Expenditures</b>	<b>2,608,904</b>	<b>2,838,721</b>	<b>(34,382)</b>	<b>2,804,339</b>	<b>187,378</b>
<b>Funding Sources</b>					
<b>General Fund</b>					
<b>Total</b>	<b>2,159,379</b>	<b>2,115,963</b>	<b>(57,503)</b>	<b>2,058,460</b>	<b>129,279</b>
<b>Federal Funds</b>					
002 Federal Fund Budget	0	0	0	0	0
A011 Ag Mediation Services	397,996	478,253	48,670	526,923	0
A020 Meat Inspection	0	0	0	0	18,229
A049 Pesticide Enforcement	0	0	0	0	19,727
<b>Total</b>	<b>397,996</b>	<b>478,253</b>	<b>48,670</b>	<b>526,923</b>	<b>37,956</b>
<b>Special Funds</b>					
003 Special Fund Budget	0	0	0	0	0
308 Agriculture Department Fund 308	51,529	144,505	(25,549)	118,956	0
376 Environment & Rangeland Prot 376	0	100,000	0	100,000	20,143
<b>Total</b>	<b>51,529</b>	<b>244,505</b>	<b>(25,549)</b>	<b>218,956</b>	<b>20,143</b>
<b>Total Funding Sources</b>	<b>2,608,904</b>	<b>2,838,721</b>	<b>(34,382)</b>	<b>2,804,339</b>	<b>187,378</b>
<b>FTE Employees</b>	<b>16.00</b>	<b>14.00</b>	<b>(1.00)</b>	<b>13.00</b>	<b>0.00</b>

**REQUEST DETAIL BY PROGRAM**

602 Department of Agriculture  
Biennium: 2013-2015

Bill#: HB1009

Date: 12/07/2012

Time: 14:59:27

<b>Program:</b> Administrative Services		<b>Reporting Level:</b> 00-602-100-00-00-00-00-00000000			
Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Request 2013-2015

**CHANGE PACKAGE DETAIL**602 Department of Agriculture  
Biennium: 2013-2015

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<b>Program:</b> Administrative Services	<b>Reporting Level:</b> 00-602-100-00-00-00-00000000
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Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds
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**Base Budget Changes****Ongoing Budget Changes**

A-A 1 Operating Line Adjustment		0.00	42,389	0	0	42,389
Base Payroll Change		(1.00)	(99,892)	48,670	(25,549)	(76,771)
<b>Total Ongoing Budget Changes</b>		<b>(1.00)</b>	<b>(57,503)</b>	<b>48,670</b>	<b>(25,549)</b>	<b>(34,382)</b>
<b>Total Base Budget Changes</b>		<b>(1.00)</b>	<b>(57,503)</b>	<b>48,670</b>	<b>(25,549)</b>	<b>(34,382)</b>

**Optional Budget Changes****Ongoing Optional Changes**

A-C 7 Emergency Program Specialist	4	0.00	137,244	0	0	137,244
A-C 12 Energy Development Mediation Services	9	0.00	50,000	0	0	50,000
A-C 16 ITD Desktop Support	13	0.00	48,000	0	0	48,000
A-C 100 Salary Compression Relief - AC100	14	0.00	25,136	37,956	20,143	83,235
<b>Total Ongoing Optional Changes</b>		<b>0.00</b>	<b>260,380</b>	<b>37,956</b>	<b>20,143</b>	<b>318,479</b>
<b>Total Optional Budget Changes</b>		<b>0.00</b>	<b>260,380</b>	<b>37,956</b>	<b>20,143</b>	<b>318,479</b>

**Optional Savings Changes**

A-G 18 ND Mediation Service	1	0.00	(131,101)	0	0	(131,101)
<b>Total Optional Savings Changes</b>		<b>0.00</b>	<b>(131,101)</b>	<b>0</b>	<b>0</b>	<b>(131,101)</b>

**PROGRAM NARRATIVE**

602 Department of Agriculture

Date: 12/07/2012

Time: 14:59:27

Program: Plant Industries

Reporting level: 00-602-300-00-00-00-00000000

**Program Performance Measures**

**Noxious Weeds:** Success is measured by the number of weed boards and landowners participating in the cost share programs and reductions in weed infestations.

**Apiary:** Success is measured by the number of bee colonies registered and the number of inspections conducted at the request of the beekeepers for migratory movement. It is also measured by licenses, health certificates and permits issued.

**Plant Protection:** Success is measured by the number of phytosanitary (export) certificates, in-transit (transit through Canada to U.S. destinations) certificates, cereal leaf beetle (supports wheat and barley shipments to California) certificates, and corn borer (supports corn shipments to west coast) agreements issued. Success is also measured by the number of nursery growers and dealers licensed and inspected and the number of pest surveys conducted.

**Program Statistical Data**

- Export certificates were issued to facilitate movement of North Dakota agriculture commodities to other countries and states. Total number of certificates issued for 2010 and 2011 were 3,403 and 3,045 respectively. These included federal phytosanitary certificates, state phytosanitary certificates, and processed product certificates to facilitate movement of a wide variety of grain, seeds, and processed products to various countries. It also included in-transit origin certificates to facilitate movement of cereal grains through Canada and back into the U.S., cereal leaf beetle certificates to facilitate movement of small grains to California, and European corn borer certificates to facilitate movement of grain corn to the west coast.
- Pest surveys were conducted in 2010 and 2011 to provide for surveillance for exotic pests and to provide data needed to support export certification. Surveys were conducted for wheat diseases, Karnal bunt, nematodes of regulatory significance, potato cyst nematode, cereal leaf beetle, gypsy moth and other exotic moths, emerald ash borer, and wood boring insects.
- Licensed nurseries: 212 in 2010, and 207 in 2011.
- Nursery stock growers inspected: 52 in 2010, and 48 in 2011.
- Nursery dealer inspections: 52 in 2010, and 51 in 2011.
- The Landowner Assistance Program (LAP), which provides funding for a cost-share program with landowners to control noxious weeds using chemicals and biological controls, distributed \$836,269.80 during the 09-11 biennium.
- The Targeted Assistance Program (TAG) distributed \$268,422.30 during the 09-11 biennium. TAG is a grant to weed boards that targets their county or cities unique needs.
- In 2010, 182 beekeepers were licensed for 440,473 colonies located on 10,136 apiary sites. Inspectors inspected 4,143 colonies for migratory movement in 2010 and 4,379 in 2011 (5% of colonies certified). In 2011, 197 beekeepers were licensed for 478,027 colonies located on 10,252 locations.
- 51 counties participated in the GIS/GPS weed mapping program. NDDA has received over two million data points.
- In 2009-2011, 38 "agents" were trained to conduct certification for weed seed free forage. 11,221 tags were issued to 22 producers for weed seed free forage in 2011.

**Explanation of Program Costs**

Salaries, operating, and grant funds requested in this budget are necessary to carry out the nursery inspection program (Chapter 4-21.1); plant pest prevention, detection, evaluation, and suppression programs; the phytosanitary export certification program (Chapter 4-33); the Ginseng program (Chapter 4-39); the apiary program (Chapter 4-12.2); the waterbank program (Chapter 61-31); and noxious weeds program (Chapter 4.1-47). The main costs of the export certification, nursery inspection, and pest prevention programs are for salaries and operating expenses. Most of the expenses for plant pest survey activities come from grants received from USDA. The equivalent of one FTE is funded through federal funds.

**PROGRAM NARRATIVE****Date:** 12/07/2012**602 Department of Agriculture****Time:** 14:59:27**Program:** Plant Industries**Reporting level:** 00-602-300-00-00-00-00000000

Major noxious weed budget items include funding for the Landowner Assistance Program (LAP) and the Targeted Assistance Grant (TAG), and salaries and operating expenses associated with communication and travel.

North Dakota is a leading honey producing state and has commercial beekeepers operating from all areas of the United States. North Dakota Century Code Chapter 4-12.2 delegates the authority for the inspection, certification, and regulation of bees and bee equipment for disease control to the department. It also requires the registration of apiary locations and the licensing of beekeepers. The division also serves as a liaison between the general public and beekeepers. Program costs include salaries for adequate personnel to inspect colonies, associated travel, and motor pool costs. Records are maintained through a computer system and hard copies are filed. Operating expenses include general administrative costs.

**Program Goals and Objectives****Goals:**

- Protect agronomic crops, horticultural crops, and native and tame grasses used for livestock production from losses caused by plant pests.
- Facilitate the movement of North Dakota agricultural products.
- Provide the public with nursery stock that is substantially free from injurious pests and is in such condition that it will grow.
- Assist in the development and implementation of effective, integrated, environmentally sound management practices for noxious weeds on all land within the State of North Dakota.
- Assist county weed boards in carrying out effective noxious weed management programs.
- Maintain a healthy beekeeping environment. To inspect colonies of migratory beekeepers and non-migratory beekeepers' bees upon request. To continue to strive for compliance with statutes.
- Provide economic returns to farmers and ranchers for preserving and restoring wetlands.

**Objectives:**

- Help shippers and exporters meet plant quarantine requirements of foreign countries and other states.
- Conduct pest survey programs to support export certification and provide for early detection of exotic plant pests.
- Participate in programs to prevent introduction of exotic pests (eg. Emerald ash borer)
- Participate in pest suppression programs.
- Provide inspection and certification services to allow the movement of barberry plants into and within the state.
- Provide certification services to allow cultivated Ginseng growers to export Ginseng root.
- Implement statewide guidelines and provide funding for noxious weed control to eligible counties through LAP and TAG.
- Assist weed boards with implementation of biological control agents for noxious weed control.
- Provide assistance to counties and cities in the enforcement of the noxious weed law.
- Act as a liaison and in an advisory capacity among counties, state, and federal land managers, surrounding states, and local and regional associations involved in noxious weed issues.
- Coordinate a weed seed free forage program.
- Survey and maintain information about invasive weeds.
- Respond to consumer complaints.
- Provide changes in laws and rules as needed.
- Provide for the registration of apiary sites and the licensing of beekeepers. Several states require certification of bees for migratory movement. Serve as a liaison between the general public and beekeepers.

**PROGRAM NARRATIVE****Date:** 12/07/2012**602 Department of Agriculture****Time:** 14:59:27**Program:** Plant Industries**Reporting level:** 00-602-300-00-00-00-00000000

- Acquire and manage additional federal funds to further noxious and invasive weed control.
- Review and keep current the state noxious weed list and educate land managers regarding their identification and control.

**REQUEST DETAIL BY PROGRAM**602 Department of Agriculture  
Biennium: 2013-2015

Bill#: HB1009

Date: 12/07/2012

Time: 14:59:27

Program: Plant Industries		Reporting Level: 00-602-300-00-00-00-00000000			
Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Request 2013-2015
<b>Salaries and Wages</b>					
Salaries - Permanent	777,041	902,330	(91,657)	810,673	0
Temporary Salaries	37,091	89,591	33,384	122,975	0
Overtime	383	279	(279)	0	0
Fringe Benefits	305,647	358,971	(20,492)	338,479	0
<b>Total</b>	<b>1,120,162</b>	<b>1,351,171</b>	<b>(79,044)</b>	<b>1,272,127</b>	<b>0</b>
<b>Salaries and Wages</b>					
General Fund	472,965	572,759	16,467	589,226	0
Federal Funds	176,967	192,975	(5,094)	187,881	0
Special Funds	470,230	585,437	(90,417)	495,020	0
<b>Total</b>	<b>1,120,162</b>	<b>1,351,171</b>	<b>(79,044)</b>	<b>1,272,127</b>	<b>0</b>
<b>Operating Expenses</b>					
Travel	82,186	181,198	10,825	192,023	0
Supplies - IT Software	27,205	47,545	(39,818)	7,727	0
Supply/Material-Professional	1,859	3,203	3,154	6,357	0
Food and Clothing	965	1,427	4,918	6,345	0
Bldg, Ground, Maintenance	550	33	0	33	0
Miscellaneous Supplies	22,229	55,108	15,000	70,108	0
Office Supplies	6,592	9,680	0	9,680	0
Postage	7,408	13,018	0	13,018	0
Printing	12,164	18,342	0	18,342	0
IT Equip Under \$5,000	2,599	8,826	8,174	17,000	0
Other Equip Under \$5,000	409	4,836	0	4,836	0
Office Equip & Furn Supplies	4,250	0	0	0	0
Insurance	1,517	6,825	0	6,825	0
Rentals/Leases - Bldg/Land	31,788	126,329	(10,283)	116,046	0
Repairs	3,120	1,730	0	1,730	0
IT - Data Processing	30,065	67,831	(25,878)	41,953	0
IT - Communications	10,432	16,358	(4,718)	11,640	0
IT Contractual Svcs and Rprs	2,323	4,657	15,343	20,000	0
Professional Development	13,973	25,179	0	25,179	0
Operating Fees and Services	193,040	231,201	0	231,201	0
Fees - Professional Services	2,147	1,234	0	1,234	0
<b>Total</b>	<b>456,821</b>	<b>824,560</b>	<b>(23,283)</b>	<b>801,277</b>	<b>0</b>
<b>Operating Expenses</b>					
General Fund	82,988	104,813	0	104,813	0

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Program: Plant Industries		Reporting Level: 00-602-300-00-00-00-00000000			
Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Request 2013-2015
Federal Funds	249,389	438,849	0	438,849	0
Special Funds	124,444	280,898	(23,283)	257,615	0
<b>Total</b>	<b>456,821</b>	<b>824,560</b>	<b>(23,283)</b>	<b>801,277</b>	<b>0</b>
<b>Capital Assets</b>					
Equipment Over \$5000	0	17,000	(5,000)	12,000	0
<b>Total</b>	<b>0</b>	<b>17,000</b>	<b>(5,000)</b>	<b>12,000</b>	<b>0</b>
<b>Capital Assets</b>					
General Fund	0	0	0	0	0
Federal Funds	0	0	0	0	0
Special Funds	0	17,000	(5,000)	12,000	0
<b>Total</b>	<b>0</b>	<b>17,000</b>	<b>(5,000)</b>	<b>12,000</b>	<b>0</b>
<b>Grants</b>					
Grants, Benefits & Claims	1,170,849	1,450,274	0	1,450,274	(50,000)
<b>Total</b>	<b>1,170,849</b>	<b>1,450,274</b>	<b>0</b>	<b>1,450,274</b>	<b>(50,000)</b>
<b>Grants</b>					
General Fund	255,808	75,000	0	75,000	(50,000)
Federal Funds	30,458	90,000	0	90,000	0
Special Funds	884,583	1,285,274	0	1,285,274	0
<b>Total</b>	<b>1,170,849</b>	<b>1,450,274</b>	<b>0</b>	<b>1,450,274</b>	<b>(50,000)</b>
<b>Total Expenditures</b>	<b>2,747,832</b>	<b>3,643,005</b>	<b>(107,327)</b>	<b>3,535,678</b>	<b>(50,000)</b>
<b>Funding Sources</b>					
<b>General Fund</b>					
<b>Total</b>	<b>811,761</b>	<b>752,572</b>	<b>16,467</b>	<b>769,039</b>	<b>(50,000)</b>
<b>Federal Funds</b>					
A002 Coop Agricultural Pest Survey Prog	328,327	505,631	23,371	529,002	0
A071 Cooperative Weed Mgmt	128,487	216,193	(28,465)	187,728	0
<b>Total</b>	<b>456,814</b>	<b>721,824</b>	<b>(5,094)</b>	<b>716,730</b>	<b>0</b>
<b>Special Funds</b>					
236 State Waterbank Fund 236	12,688	116,106	(8,045)	108,061	0

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Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Request 2013-2015
376 Environment & Rangeland Prot 376	1,466,569	2,052,503	(110,655)	1,941,848	0
<b>Total</b>	<b>1,479,257</b>	<b>2,168,609</b>	<b>(118,700)</b>	<b>2,049,909</b>	<b>0</b>
<b>Total Funding Sources</b>	<b>2,747,832</b>	<b>3,643,005</b>	<b>(107,327)</b>	<b>3,535,678</b>	<b>(50,000)</b>
<b>FTE Employees</b>	<b>9.00</b>	<b>9.00</b>	<b>(1.00)</b>	<b>8.00</b>	<b>0.00</b>

**CHANGE PACKAGE DETAIL**

602 Department of Agriculture  
Biennium: 2013-2015

Bill#: HB1009

Date: 12/07/2012

Time: 14:59:27

Program: Plant Industries			Reporting Level: 00-602-300-00-00-00-00000000			
Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds

**Base Budget Changes**

**Ongoing Budget Changes**

A-A 1 Operating Line Adjustment		0.00	0	0	(23,283)	(23,283)
A-A 3 Capital Assets - Noxious Weeds		0.00	0	0	12,000	12,000
A-F 2 Capital Assets		0.00	0	0	(17,000)	(17,000)
Base Payroll Change		(1.00)	16,467	(5,094)	(90,417)	(79,044)
<b>Total Ongoing Budget Changes</b>		<b>(1.00)</b>	<b>16,467</b>	<b>(5,094)</b>	<b>(118,700)</b>	<b>(107,327)</b>
<b>Total Base Budget Changes</b>		<b>(1.00)</b>	<b>16,467</b>	<b>(5,094)</b>	<b>(118,700)</b>	<b>(107,327)</b>

**Optional Savings Changes**

A-G 19 Apiary Research	2	0.00	(50,000)	0	0	(50,000)
<b>Total Optional Savings Changes</b>		<b>0.00</b>	<b>(50,000)</b>	<b>0</b>	<b>0</b>	<b>(50,000)</b>

**PROGRAM NARRATIVE**

602 Department of Agriculture

Date: 12/07/2012

Time: 14:59:27

Program: Livestock Development

Reporting level: 00-602-400-00-00-00-00000000

**Program Performance Measures**

**Wildlife Services:** Performance measures for Wildlife Services include reduction in the amount of economic damage caused by wildlife, reduction of wildlife hazards at airports, removal of beaver dams responsible for flooding of roads and cropland, distribution of a number of informational leaflets to the public, the amount of wildlife damage abatement equipment loaned to landowners and homeowners, and the removal of specific wildlife responsible for property damage, economic loss, and threats to human health. There is no single cost-benefit ratio for Wildlife Services activities in North Dakota because each circumstance is variable, including species involved, the extent and cost of the damage, and the cost of the tools selected to solve the problem. However, studies on the cost-benefits of specific Wildlife Services activities at a national level have shown favorable ratios. Wildlife Services also provides indirect benefits to secondary entities, who were not the intended beneficiaries of its programs. Indirect benefits are difficult to quantify but nonetheless exist.

**Dairy Division:** The department measures its success through federal and state surveys taken at plants and farms and the high quality and high demand of products produced in North Dakota.

**Livestock Development:** The division measures its success in the fact there has been very few fiscal losses to state livestock producers in the last ten years.

**Meat and Poultry Inspection Program:** The program measures its success through the development and maintenance of fourteen official establishments, the continual improvement of custom exempt establishments, and the assurance from processors and producers that the program creates for them several benefits and opportunities. The success of additional programs, including beef grading and COOL, is measured through feedback from the federal agency and through feedback received from the industry that is subject to reviews or a recipient of services.

**Feed Program:** The department measures its success from increased number of product registrations and licensing and knowing there have been very few feed issues within the state.

**Program Statistical Data**

**Dairy/Poultry:** The Dairy/Poultry program inspects 133 dairy farms three times per year. Haulers, transfer stations, and distributors are also inspected. The program also inspects all plants four times per year. Approximately 2,000 raw and finished dairy products are sampled and tested yearly under contract with the Department of Health lab. Approximately 160 livestock dealer licenses, 16 livestock auction market licenses, and 10 licenses for satellite video livestock auction markets are issued annually.

**Wildlife Services:** Wildlife services' predator damage management program protects approximately 60-65% of statewide inventory of sheep and 10-15% of the statewide inventory of calves; conducts beaver damage management activities in 80-90% of the state's counties; and helps over 400 farmers, who have problems with blackbird and waterfowl damage to grain crops. Assistance with the mitigation of wildlife hazards to aviation safety is provided to eight civilian airports that accommodate commercial air travelers, two military airports, and a number of general aviation airports. Assistance with wildlife disease surveillance is provided to the North Dakota Game and Fish Department, North Dakota Board of Animal Health, and the North Dakota Department of Health. Assistance with the removal of feral swine is provided to the North Dakota Board of Animal Health and the North Dakota Game and Fish Department. Wildlife Services also loans several hundred pieces of equipment to landowners and homeowners to resolve their specific wildlife damage problems.

**Meat and Poultry Inspection:** The Meat and Poultry Inspection program inspects fourteen official state slaughter/processing establishments on a daily or weekly basis, depending on volume. Inspection activities include ante and post mortem inspections, sanitary operations, structure of the facility, food labeling and processing inspections. The program also inspects 88 custom exempt establishments four times a year for sanitary operations and structure of facility. The program has two additional cooperative agreements with the Agriculture Marketing Service (AMS). The first is to provide grading service to meat processing plants that request it. There is currently one plant that is provided grading service on an ongoing basis. The second program is COOL, which is a program to ensure accurate

**PROGRAM NARRATIVE****Date:** 12/07/2012**602 Department of Agriculture****Time:** 14:59:27**Program:** Livestock Development**Reporting level:** 00-602-400-00-00-00-00000000

country of origin information on covered commodities including; muscle cuts of beef, lamb, and pork; ground beef, ground lamb, and ground pork; farm-raised fish and shellfish; wild fish and shellfish; perishable agricultural commodities; and peanuts. Eighteen reviews were conducted in 2010 and nine were conducted in 2011.

**Feed:** The Feed program licenses 225 feed retailers and 360 companies as manufactures of feed. Feed companies also must pay a tonnage fee to the state for all commercial feed sold in the state. The state collected fees on 187,324 tons of commercial feed and 635,015 ton of ingredients. The feed program requires labels of ingredients be submitted for feed and pet food. The program has over 4,924 feed labels and 6,046 pet food labels on file. The program collected 68 samples for lab analysis.

**Explanation of Program Costs**

Dairy/poultry costs remain basically the same; however, as farm numbers go down, we are faced with increased federal regulation. More consumer protection programs will increase our costs for finished product testing and drug residue screening. As farm numbers drop, per-farm inspection costs increase as a result of greater distance between farm inspections. The dairy program inspectors contract with USDA to do dairy plant inspections. USDA reimburses the dairy program for the work done on behalf of USDA.

The livestock/dairy program employs a livestock development specialist, two inspectors, one support staff, one survey officer, and one LP3 coordinator. The dairy program receives federal EPA 319 grant funds to cost share waste water projects on dairy farms.

The livestock operating funds requested are the minimum funds necessary to carry out the functions of the livestock program. The program regulates licensing livestock dealers, wool dealers, auction markets, representatives of video livestock auction markets, and other activities pertaining to livestock. The request is all general funds.

The Wildlife Services program is conducted under a Memorandum of Understanding and a Cooperative Reimbursable Agreement between the United States Department of Agriculture and the North Dakota Department of Agriculture, North Dakota Game and Fish Department, and the North Dakota Water Commission. State-appropriated funds are used to reimburse the salaries and benefits for the field personnel assigned to the predator, beaver, and bird damage management programs. Federal funds are used to pay 100% of the travel, equipment, and supplies for those field personnel, plus the purchase of capitalized equipment.

The Meat and Poultry Inspection program costs have risen each year in response to a greater demand from industry to provide state inspection services. Small processors are held to the same standards as larger ones and, in order to maintain the state program, standards must be implemented "equal to" USDA requirements. Operating funds for the inspection program are half state and half federal funding, except for costs associated with inspecting non-traditional livestock. Requested funds are used to fund a veterinarian/director, a compliance officer, two supervisors, a relief inspector/assistant, a scientific information coordinator, and seven field inspectors. Federal government Food Safety and Inspection Service (FSIS) matches' state spending 50-50. AMS provides reimbursement for grading and COOL at different rates. For the grading program, the state is reimbursed 70 percent of the total revenue generated from grading service less the travel costs incurred by Federal supervisors to supervise the state employee. For the COOL program, the state is reimbursed for travel costs associated with training and a dollar amount per review. The reviews conducted in 2010 and 2011 were reimbursed at a rate of \$600/review.

The feed program has one employee and receives administrative support from the dairy program. The feed program contracts with FDA to do 120 BSE inspections and 4 FDA licensed feed mill inspections.

**Program Goals and Objectives**

The Livestock Services Division is comprised of the following programs:

- Dairy/poultry/livestock

**PROGRAM NARRATIVE****602 Department of Agriculture****Date:** 12/07/2012**Time:** 14:59:27**Program:** Livestock Development**Reporting level:** 00-602-400-00-00-00-00000000

- Wildlife Services
- Meat and Poultry Inspection
- Feed

**Goals:**

- Dairy/poultry program provides inspection of both grade A and grade B (manufacturing) dairy farms; inspection of all milk processing plants; testing of raw milk and finished dairy products; licensing of processors, distributors, buyers, haulers, samplers and testers of milk and milk products; bonding of buyers and processors of milk or cream; investigation of complaints; conducting hearings; establishing penalties for violations of dairy laws; approval of labels and standards for dairy products; the screening of all raw milk for drug residue, and assures the consuming public that all dairy products are safe.
- Livestock Pollution Prevention Program (LP3) aims to reduce dairy waste through financial incentives and technical assistance to dairy producers.
- Dairy inspectors also have conducted Bovine Encephalopathy (BSE) inspections for FDA, survey work for LP3, and non-traditional livestock inspections for the Board of Animal Health.
- Dairy/poultry program is also responsible for licensing and bonding hatcheries, jobbers and buyers of poultry in North Dakota and for inspecting small layer flocks. The program provides USDA dairy plant surveys (under contract) for North Dakota plants requesting USDA status.
- Livestock division licenses livestock dealers, livestock auction markets, and satellite video livestock markets. It also monitors the financial responsibility and capability of the livestock dealers and auction markets. The division also promotes the expansion and development of livestock production, especially dairy and livestock feedlot development.
- The USDA/APHIS/Wildlife Services program is federally supervised and primarily funded by the state and federal governments. Wildlife Services conducts a predator damage management program for the protection of livestock, manages bird damage to crops, and mitigates beaver damage to roads, crops, and trees. Assistance is also provided to civilian and military airports to prevent wildlife hazards that pose a risk to aviation safety. Wildlife Services assists with the surveillance of wildlife-borne diseases that pose hazards to the public, wildlife, and domestic animals and also conducts a technical assistance program for people seeking information to resolve their specific wildlife damage problem.
- Meat and Poultry Inspection program works to ensure that the meat and poultry products purchased by consumers are safe to eat and free from contamination. It protects and ensures the quality of the meat supply through registration, inspection, testing, and enforcement activities. It provides for full inspection of official state processing and slaughtering establishments, sanitation and facility inspections for all custom exempt plants, registration of all persons engaged in intrastate business as a meat broker or wholesaler of animal carcasses intended for human food, investigation of complaints, conducting hearings, issue warnings for violations of meat laws, review of labels and standards for meat and poultry food products, and assures the consuming public that all to ensure covered commodities are correctly labeled with the Country of Origin and the beef is accurately graded to provide consumers with accurate purchasing information.
- Feed program ensures the health and well-being of the ND livestock and companion animal by protecting the integrity of feed that they eat. It also protects the consumer by insuring truth in labeling and insuring that the industry is competing on a level playing field.

**Objectives:**

- Dairy/poultry program is responsible for the promotion, improvement and growth of the dairy/poultry industry in North Dakota. It is responsible for the enforcement of state and federal rules and regulations pertaining to the production of milk and milk processors, distributors, and wholesalers. In addition, the dairy program's LP3 program offers voluntary technical and financial assistance to dairy producers to address their water quality concerns, so they can comply with state and federal AFO/CAFO regulations.
- Livestock division is responsible for licensing various livestock marketing agencies in order to eliminate losses to sellers of livestock in North Dakota.
- Wildlife Services' mission is to provide federal leadership in the management of human/wildlife conflicts. Program objectives are met through cooperative agreements and cooperative management efforts with a number of agencies, including the North Dakota Department of Agriculture, North Dakota Game and Fish Department, and the North Dakota Water Commission.

**PROGRAM NARRATIVE****Date:** 12/07/2012**602 Department of Agriculture****Time:** 14:59:27**Program:** Livestock Development**Reporting level:** 00-602-400-00-00-00-00000000

- Meat and Poultry Inspection program is responsible for ensuring that meat and poultry products produced in the state and sold to consumers comply with the required standards for safety, purity and wholesomeness set by the state and federal governments. All products produced in a state-inspected plant must meet or exceed standards set by USDA. It is responsible for the enforcement of state and federal rules and regulations pertaining to the production of meat and poultry products. It works in cooperation with the Federal Food Safety and Inspection Service (FSIS) to ensure safe meat and poultry products. State inspection personnel must be thoroughly trained in order to conduct COOL review and beef grading duties that are performed according to the protocol and regulations established by AMS.
- Feed program is responsible for licensing feed retailers and feed manufactures to insure the integrity of the feed they sell. The program protects companion animals by registering label of all the products sold in the state by insuring integrity of the product and the truth of labeling is adhered to.

**REQUEST DETAIL BY PROGRAM**602 Department of Agriculture  
Biennium: 2013-2015

Bill#: HB1009

Date: 12/07/2012

Time: 14:59:27

Program: Livestock Development		Reporting Level: 00-602-400-00-00-00-00000000			
Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Request 2013-2015
<b>Salaries and Wages</b>					
Salaries - Permanent	1,731,880	2,035,683	286,758	2,322,441	0
Temporary Salaries	0	71,949	(53,396)	18,553	84,574
Overtime	1,783	0	0	0	0
Fringe Benefits	634,552	848,593	69,494	918,087	32,975
<b>Total</b>	<b>2,368,215</b>	<b>2,956,225</b>	<b>302,856</b>	<b>3,259,081</b>	<b>117,549</b>
<b>Salaries and Wages</b>					
General Fund	1,426,934	1,704,715	41,513	1,746,228	117,549
Federal Funds	923,970	1,098,127	33,449	1,131,576	0
Special Funds	17,311	153,383	227,894	381,277	0
<b>Total</b>	<b>2,368,215</b>	<b>2,956,225</b>	<b>302,856</b>	<b>3,259,081</b>	<b>117,549</b>
<b>Operating Expenses</b>					
Travel	449,905	771,400	139,528	910,928	800
Supplies - IT Software	10,725	21,541	(17,974)	3,567	1,000
Supply/Material-Professional	3,585	805	0	805	1,000
Food and Clothing	5,532	2,392	0	2,392	0
Miscellaneous Supplies	4,983	7,275	2,565	9,840	1,000
Office Supplies	3,691	6,516	3,000	9,516	500
Postage	13,302	20,978	13,086	34,064	0
Printing	5,989	13,203	4,500	17,703	0
IT Equip Under \$5,000	5,309	7,687	7,263	14,950	2,000
Other Equip Under \$5,000	0	0	0	0	2,000
Office Equip & Furn Supplies	24,256	0	0	0	3,000
Insurance	1,100	5,114	350	5,464	0
Rentals/Leases - Bldg/Land	9,827	17,870	17,230	35,100	0
Repairs	489	4,083	250	4,333	0
IT - Data Processing	15,701	30,203	(1,580)	28,623	2,900
IT - Communications	24,174	56,856	(29,044)	27,812	2,600
IT Contractual Svcs and Rprs	12,776	1,187	6,188	7,375	1,000
Professional Development	11,433	23,968	(1,178)	22,790	2,000
Operating Fees and Services	1,343,573	1,506,587	(1,093,831)	412,756	10,200
Fees - Professional Services	2,160	7,311	4,160	11,471	0
Other Expenses	0	20	(20)	0	0
<b>Total</b>	<b>1,948,510</b>	<b>2,504,996</b>	<b>(945,507)</b>	<b>1,559,489</b>	<b>30,000</b>
<b>Operating Expenses</b>					
General Fund	399,772	519,659	0	519,659	30,000

**REQUEST DETAIL BY PROGRAM**602 Department of Agriculture  
Biennium: 2013-2015

Bill#: HB1009

Date: 12/07/2012

Time: 14:59:27

Program: Livestock Development		Reporting Level: 00-602-400-00-00-00-00000000			
Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Request 2013-2015
Federal Funds	1,451,251	1,844,337	(1,000,000)	844,337	0
Special Funds	97,487	141,000	54,493	195,493	0
<b>Total</b>	<b>1,948,510</b>	<b>2,504,996</b>	<b>(945,507)</b>	<b>1,559,489</b>	<b>30,000</b>
<b>Grants</b>					
Grants, Benefits & Claims	250,000	286,000	764,000	1,050,000	0
<b>Total</b>	<b>250,000</b>	<b>286,000</b>	<b>764,000</b>	<b>1,050,000</b>	<b>0</b>
<b>Grants</b>					
General Fund	250,000	0	0	0	0
Federal Funds	0	0	1,000,000	1,000,000	0
Special Funds	0	286,000	(236,000)	50,000	0
<b>Total</b>	<b>250,000</b>	<b>286,000</b>	<b>764,000</b>	<b>1,050,000</b>	<b>0</b>
<b>Wildlife Services</b>					
Operating Fees and Services	1,266,886	1,415,840	0	1,415,840	0
Fees - Professional Services	513	1,560	0	1,560	0
<b>Total</b>	<b>1,267,399</b>	<b>1,417,400</b>	<b>0</b>	<b>1,417,400</b>	<b>0</b>
<b>Wildlife Services</b>					
General Fund	298,599	298,600	0	298,600	0
Federal Funds	0	0	0	0	0
Special Funds	968,800	1,118,800	0	1,118,800	0
<b>Total</b>	<b>1,267,399</b>	<b>1,417,400</b>	<b>0</b>	<b>1,417,400</b>	<b>0</b>
<b>Total Expenditures</b>	<b>5,834,124</b>	<b>7,164,621</b>	<b>121,349</b>	<b>7,285,970</b>	<b>147,549</b>
<b>Funding Sources</b>					
<b>General Fund</b>					
<b>Total</b>	<b>2,375,305</b>	<b>2,522,974</b>	<b>41,513</b>	<b>2,564,487</b>	<b>147,549</b>
<b>Federal Funds</b>					
A014 USDA Dairy Plant Inspections	0	0	18,112	18,112	0
A020 Meat Inspection	1,007,009	1,154,630	79,898	1,234,528	0
A030 Medicated Feed/Bse Inspections	80,083	171,955	(56,455)	115,500	0
A043 Market News 2010	48,246	77,462	(10,000)	67,462	0
A054 ND Livestock Pollution Prev Prog	1,239,883	1,538,417	1,894	1,540,311	0

**REQUEST DETAIL BY PROGRAM**

602 Department of Agriculture  
 Biennium: 2013-2015

Bill#: HB1009

Date: 12/07/2012

Time: 14:59:27

Program: Livestock Development		Reporting Level: 00-602-400-00-00-00-00-00000000			
Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Request 2013-2015
<b>Total</b>	<b>2,375,221</b>	<b>2,942,464</b>	<b>33,449</b>	<b>2,975,913</b>	<b>0</b>
<b>Special Funds</b>					
308 Agriculture Department Fund 308	67,520	410,383	27,622	438,005	0
309 Game and Fish Funds	968,800	868,800	0	868,800	0
376 Environment & Rangeland Prot 376	47,278	420,000	18,765	438,765	0
<b>Total</b>	<b>1,083,598</b>	<b>1,699,183</b>	<b>46,387</b>	<b>1,745,570</b>	<b>0</b>
<b>Total Funding Sources</b>	<b>5,834,124</b>	<b>7,164,621</b>	<b>121,349</b>	<b>7,285,970</b>	<b>147,549</b>
<b>FTE Employees</b>	<b>22.00</b>	<b>23.00</b>	<b>1.00</b>	<b>24.00</b>	<b>0.00</b>

**CHANGE PACKAGE DETAIL**

602 Department of Agriculture  
Biennium: 2013-2015

Bill#: HB1009

Date: 12/07/2012

Time: 14:59:27

**Program:** Livestock Development **Reporting Level:** 00-602-400-00-00-00-00000000

Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds
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**Base Budget Changes**

**Ongoing Budget Changes**

A-A 1 Operating Line Adjustment		0.00	0	0	46,000	46,000
A-A 4 Grant Line Adjustment - Livestock		0.00	0	0	(36,000)	(36,000)
A-A 5 Oper/Grant Line Adjust - Livestock (DC/LP3)		0.00	0	0	(191,507)	(191,507)
Base Payroll Change		1.00	41,513	33,449	227,894	302,856
<b>Total Ongoing Budget Changes</b>		<b>1.00</b>	<b>41,513</b>	<b>33,449</b>	<b>46,387</b>	<b>121,349</b>
<b>Total Base Budget Changes</b>		<b>1.00</b>	<b>41,513</b>	<b>33,449</b>	<b>46,387</b>	<b>121,349</b>

**Optional Budget Changes**

**Ongoing Optional Changes**

A-C 10 Livestock Development Admin Support	7	0.00	112,975	0	0	112,975
A-C 11 ND Verified Livestock	8	0.00	24,574	0	0	24,574
A-C 15 Livestock Auction Market News Reporting	12	0.00	10,000	0	0	10,000
<b>Total Ongoing Optional Changes</b>		<b>0.00</b>	<b>147,549</b>	<b>0</b>	<b>0</b>	<b>147,549</b>
<b>Total Optional Budget Changes</b>		<b>0.00</b>	<b>147,549</b>	<b>0</b>	<b>0</b>	<b>147,549</b>

**PROGRAM NARRATIVE**

602 Department of Agriculture

Date: 12/07/2012

Time: 14:59:27

Program: Marketing and Information

Reporting level: 00-602-600-00-00-00-00000000

**Program Performance Measures**

**Marketing and Information:** The number of participating companies in events such as Pride of Dakota member engagement and participation at domestic and international trade fairs and state focused events such as North Dakota State Fair, Red River Valley Fair, Harvest Showcase, Holiday Showcases, Marketing and Online Training Seminars, Pride of Dakota Day at the Capitol, School Lunch Day, International Trade Directory, Pride of Dakota Directory and number of phyto-sanitary certificates issued.

Measurement includes engagement and growth of farmers markets, participation from commodity groups and councils in partnership with Ag Exhibit and Mobile Food Unit. International export programs are measured by number of companies participating which was 242 in 2011 with meetings and sales growth measured.

**Ag in the Classroom:** programs are measured through participation of teachers in training programs and number of students impacted by programs. Success metrics are built into media spend and social media engagement, daily, weekly and monthly.

**Program Statistical Data**

The employees assigned to this program area are available to assist the other employees of the agency and provide leadership, training and advocacy for the 30,000 plus farms and ranches in the state and stakeholders in North Dakota agriculture.

International export programs are measured by number of companies participating which was in the past Biennium over 45 ND companies have utilized 24 different programs for export assistance through NDDA's involvement with Food Export – Midwest. North Dakota utilization of these programs in the 2011 calendar year resulted in a return on investment of \$372 per one dollar spent on export programs. Other results included 829 contacts with new overseas buyers, 40 new distributorships established outside of the US and seven employees added in ND agri-businesses.

Nov 27 – Dec 7, 2011 - Jakarta, Indonesia and Ho Chi Minh City, Vietnam

- Joint trade mission with ND Department of Agriculture (NDDA) and ND Trade Office (NDTO), delegation led by ND Agriculture Commissioner Dough Goehring
- 10 ND agriculture/food companies participated
- 9 of the companies qualified to use the Market Builder Program thru Food Export Midwest
- 5 of the companies utilized Branded Program funds to help defray costs

March 24-31, 2012 – Guangzhou, China; Shanghai, China; Beijing, China

- NDDA coordinated with NDTO to organize and lead a ND Trade Mission to China.
- Trade Mission was co-led by ND Agriculture Commissioner Dough Goehring
- This activity included one-on-one meetings for US companies in Guangzhou, Shanghai and Beijing.
- 8 ND companies (food/agriculture) participated in this activity.
- This was done in conjunction with the Food Ingredients China Trade Show and the Foreign Agriculture Service Trade Mission.
- NDDA staff coordinated the exhibitors from Food Export – Midwest for the FIC trade show. This included 2 North Dakota companies who exhibited.
- 2 ND companies who exhibited at FIC reported:
  - Contacts with 59 new buyers
  - 1 new distributorship established
  - Forecasted sales of >\$100,000
- This is the 3rd year ND companies have exhibited at FIC

**PROGRAM NARRATIVE****Date:** 12/07/2012**602 Department of Agriculture****Time:** 14:59:27**Program:** Marketing and Information**Reporting level:** 00-602-600-00-00-00-00000000

ND Participation in Food Export – Midwest Programs:

- 11 North Dakota Companies were enrolled in 2011 Branded Program
- 9 North Dakota companies are enrolled in 2012 Branded Program

FY 2011 Participation of North Dakota Companies in Food Export – Midwest Programs:

- 21 ND companies participated in 24 different programs.

FY 2012 Participation of North Dakota Companies in Food Export – Midwest Programs:

- 26 ND companies participated in 14 different programs in the FY 2012

**Explanation of Program Costs**

Travel is a significant portion of the budget for state wide engagement addressing training, events, addressing agriculture issues and international programs.

The Marketing Information Division salaries and wages request provides funds for 8.0 FTE, who develop, implement, and operate programs within the Marketing and Information Division.

The operating funds requested are the minimum funds necessary to carry out the functions of Marketing Information services. The Marketing Information Division is the source for policy and research for the Commissioner, providing recommendations, resources and background daily on agriculture issues. The Division is the source of Public Information for the department and the marketing communications resource for the entire Agriculture department including strategic planning, writing, editing, designing, creative execution, media placement and measurement and social media engagement. The Marketing Information Division manages the Ag in the Classroom program which has a strategic goal to focus on the ag education deserts across urban North Dakota areas to enhance and increase ag education with teachers and students in training and programming. The Marketing and Information team facilitates contact with foreign and domestic buyers for agricultural producers, processors and manufacturers to increase sales volume of North Dakota products. The Division also coordinates activities to develop new and/or expand existing markets for North Dakota products, and administer and conducts the Pride of Dakota program. The Pride of Dakota program has grown to 510 members across North Dakota with over 70% of the businesses being located in rural areas, enhancing our agricultural economy.

**Program Goals and Objectives**

Goals:

- Services to other divisions include planning, research, marketing, communications, public information, social media and clerical services.
- Develop activities which initiate and /or expand effective promotion of North Dakota and its agricultural products.
- Develop and implement activities for information dissemination and assistance.
- Develop and implement programs to foster and utilize public/private cooperation.
- Assist the commissioner in carrying out legally mandated responsibilities.
- Provide and disseminate information of the North Dakota Department of Agriculture to all interested parties.
- Perform analysis of marketing issues important to North Dakota.

**PROGRAM NARRATIVE****Date:** 12/07/2012**602 Department of Agriculture****Time:** 14:59:27**Program:** Marketing and Information**Reporting level:** 00-602-600-00-00-00-00000000

- Respond to concerns and provide assistance to constituents.
- Assist the commissioner in providing input on federal and state policies and rule changes which effect agriculture marketing.

**Objectives:**

- To establish policies and provide leadership to encourage a strong agricultural economy, advocate for the agriculture industry, and grow rural North Dakota.
- To provide support services to the various divisions of the department, and to provide coordination and efficient delivery of various agency services.
- Facilitate contact with foreign and domestic buyers for agricultural producers, processors and manufacturers to increase North Dakota's sales volume of agricultural products. Coordinate activities to develop new and/or expand existing markets for North Dakota agricultural products in foreign and domestic markets. Administer and implement the Pride of Dakota program.
- Conduct educational, marketing and online training seminars to Pride of Dakota members are a variety of topics relating to grow their businesses locally, domestically and internationally.
- Educate North Dakotans on North Dakota agriculture products, production practices and build connections between farmers, ranchers and non-agriculture audiences.

**REQUEST DETAIL BY PROGRAM**602 Department of Agriculture  
Biennium: 2013-2015

Bill#: HB1009

Date: 12/07/2012

Time: 14:59:27

Program: Marketing and Information		Reporting Level: 00-602-600-00-00-00-00000000			
Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Request 2013-2015
<b>Salaries and Wages</b>					
Salaries - Permanent	414,314	738,698	137,662	876,360	0
Temporary Salaries	42,635	134,084	(39,044)	95,040	64,596
Overtime	6,123	37,369	(37,369)	0	0
Fringe Benefits	156,153	298,220	71,588	369,808	0
<b>Total</b>	<b>619,225</b>	<b>1,208,371</b>	<b>132,837</b>	<b>1,341,208</b>	<b>64,596</b>
<b>Salaries and Wages</b>					
General Fund	487,435	1,002,074	120,106	1,122,180	64,596
Federal Funds	131,790	206,297	12,731	219,028	0
Special Funds	0	0	0	0	0
<b>Total</b>	<b>619,225</b>	<b>1,208,371</b>	<b>132,837</b>	<b>1,341,208</b>	<b>64,596</b>
<b>Operating Expenses</b>					
Travel	118,201	105,027	24,254	129,281	0
Supplies - IT Software	8,418	6,469	655	7,124	0
Supply/Material-Professional	1,862	298	0	298	0
Food and Clothing	537	1,979	500	2,479	0
Bldg, Ground, Maintenance	2,526	12,012	0	12,012	0
Miscellaneous Supplies	108,525	74,581	4,342	78,923	0
Office Supplies	4,875	2,413	0	2,413	0
Postage	34,529	34,851	(5,251)	29,600	0
Printing	54,488	78,515	0	78,515	0
IT Equip Under \$5,000	4,186	19,026	(7,026)	12,000	0
Other Equip Under \$5,000	1,560	0	0	0	0
Office Equip & Furn Supplies	7,576	11,708	0	11,708	0
Insurance	553	2,240	0	2,240	0
Rentals/Leases-Equip & Other	612	7,541	0	7,541	0
Rentals/Leases - Bldg/Land	122,829	285,835	(35,203)	250,632	0
Repairs	1,629	4,399	0	4,399	0
IT - Data Processing	8,629	40,288	(17,936)	22,352	0
IT - Communications	11,444	17,449	7,463	24,912	0
IT Contractual Svcs and Rprs	3,835	1,977	13,523	15,500	0
Professional Development	73,331	53,775	0	53,775	0
Operating Fees and Services	322,944	391,269	(54,553)	336,716	0
Fees - Professional Services	9,129	24,964	78,254	103,218	0
Other Expenses	6,941	19	0	19	0
<b>Total</b>	<b>909,159</b>	<b>1,176,635</b>	<b>9,022</b>	<b>1,185,657</b>	<b>0</b>

**REQUEST DETAIL BY PROGRAM**602 Department of Agriculture  
Biennium: 2013-2015

Bill#: HB1009

Date: 12/07/2012

Time: 14:59:27

Program: Marketing and Information		Reporting Level: 00-602-600-00-00-00-00000000			
Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Request 2013-2015
<b>Operating Expenses</b>					
General Fund	425,821	464,840	0	464,840	0
Federal Funds	98,732	220,997	0	220,997	0
Special Funds	384,606	490,798	9,022	499,820	0
<b>Total</b>	<b>909,159</b>	<b>1,176,635</b>	<b>9,022</b>	<b>1,185,657</b>	<b>0</b>
<b>Grants</b>					
Grants, Benefits & Claims	1,109,929	1,470,554	0	1,470,554	190,000
<b>Total</b>	<b>1,109,929</b>	<b>1,470,554</b>	<b>0</b>	<b>1,470,554</b>	<b>190,000</b>
<b>Grants</b>					
General Fund	0	0	0	0	190,000
Federal Funds	988,154	1,340,554	0	1,340,554	0
Special Funds	121,775	130,000	0	130,000	0
<b>Total</b>	<b>1,109,929</b>	<b>1,470,554</b>	<b>0</b>	<b>1,470,554</b>	<b>190,000</b>
<b>Total Expenditures</b>	<b>2,638,313</b>	<b>3,855,560</b>	<b>141,859</b>	<b>3,997,419</b>	<b>254,596</b>
<b>Funding Sources</b>					
<b>General Fund</b>					
<b>Total</b>	<b>913,256</b>	<b>1,466,914</b>	<b>120,106</b>	<b>1,587,020</b>	<b>254,596</b>
<b>Federal Funds</b>					
A017 Specialty Crops Grant	923,101	1,384,147	22,731	1,406,878	0
A065 Organic Certification	295,575	383,701	(10,000)	373,701	0
<b>Total</b>	<b>1,218,676</b>	<b>1,767,848</b>	<b>12,731</b>	<b>1,780,579</b>	<b>0</b>
<b>Special Funds</b>					
308 Agriculture Department Fund 308	350,538	481,298	0	481,298	0
376 Environment & Rangeland Prot 376	155,843	139,500	9,022	148,522	0
<b>Total</b>	<b>506,381</b>	<b>620,798</b>	<b>9,022</b>	<b>629,820</b>	<b>0</b>
<b>Total Funding Sources</b>	<b>2,638,313</b>	<b>3,855,560</b>	<b>141,859</b>	<b>3,997,419</b>	<b>254,596</b>
<b>FTE Employees</b>	<b>5.00</b>	<b>9.00</b>	<b>0.00</b>	<b>9.00</b>	<b>0.00</b>

**CHANGE PACKAGE DETAIL**

602 Department of Agriculture  
Biennium: 2013-2015

Bill#: HB1009

Date: 12/07/2012

Time: 14:59:27

Program: Marketing and Information			Reporting Level: 00-602-600-00-00-00-00000000			
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Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds
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**Base Budget Changes**

**Ongoing Budget Changes**

A-A 1 Operating Line Adjustment		0.00	0	0	9,022	9,022
Base Payroll Change		0.00	120,106	12,731	0	132,837
<b>Total Ongoing Budget Changes</b>		<b>0.00</b>	<b>120,106</b>	<b>12,731</b>	<b>9,022</b>	<b>141,859</b>
<b>Total Base Budget Changes</b>		<b>0.00</b>	<b>120,106</b>	<b>12,731</b>	<b>9,022</b>	<b>141,859</b>

**Optional Budget Changes**

**Ongoing Optional Changes**

A-C 9 Marketing Specialist	6	0.00	64,596	0	0	64,596
A-C 13 Wine and Grape Development	10	0.00	110,000	0	0	110,000
A-C 14 Centennial Farms	11	0.00	80,000	0	0	80,000
<b>Total Ongoing Optional Changes</b>		<b>0.00</b>	<b>254,596</b>	<b>0</b>	<b>0</b>	<b>254,596</b>
<b>Total Optional Budget Changes</b>		<b>0.00</b>	<b>254,596</b>	<b>0</b>	<b>0</b>	<b>254,596</b>

**PROGRAM NARRATIVE**

602 Department of Agriculture

Date: 12/07/2012

Time: 14:59:27

Program: State Veterinarian

Reporting level: 00-602-800-00-00-00-00000000

**Program Performance Measures**

Performance is measured by preservation of North Dakota's disease free status with regards to program diseases such as tuberculosis, brucellosis, pseudorabies, and equine infectious anemia and the prevention of emerging/re-emerging and foreign animal diseases, and/or the ability to effectively diagnose and respond to a potential emerging/re-emerging or foreign animal disease diagnosed in North Dakota. The veterinarians that work for the Commissioner and for the Board of Animal Health are also responsible daily for dealing with more endemic diseases such as anthrax and help to prevent and minimize the movement and dissemination of diseases through quarantine and movement controls.

The Board of Animal Health is charged in statute with the responsibility for protecting the health and welfare of the entire animal industry of North Dakota. The veterinarians of the Animal Health Division of the Department of Agriculture serve as the Board's designees. The animal industry is comprised of over 2.5 million head of livestock with a valuation of over \$1 billion; an industry that has annually averaged sales exceeding \$849 million dollars. The Animal Health Division monitors regulatory functions of the state's approximately 200 accredited veterinarians. The state veterinarian coordinates and communicates with 49 other states' chief animal health officials and USDA-APHIS-Veterinary Services.

**Program Statistical Data**

- Health certificates evaluated per year were 12,299 outgoing ND certificates and 7,552 incoming certificates from other states in 2011.
- Approximately 1,928 importation permit numbers issued in 2011.
- 168 producers participating in ND's voluntary Johne's Disease Control Program representing about 19,093 tested animals in 2011.
- 191 Nontraditional Livestock, Farmed Elk, and Propagation Permit producers whose animals are verified on inventory annually.
- 9,328 cervids have been tested for Chronic Wasting Disease with 518 tested YTD.
- In 2011, 278 individual producers tested birds for Avian Influenza as part of the national surveillance program.
- 8,945 premises have been registered in ND either voluntarily or through disease eradication program participation.
- National Animal Health Reporting Services reports are submitted monthly which are required to allow the industry to show participation in national animal health surveillance for diseases of concern in the US and in other countries that are our trading partners.
- National Agriculture Statistic Services reports are generated yearly.
- The Animal Health Division assisted with over 60 inhumane treatment of animal allegations in 2011

Point source outbreaks or epidemiologic investigation for diseases, such as tuberculosis, brucellosis, rabies or anthrax, can consume large amounts of time and resources to assist with oversight for the necessary actions and preventative measures that must be taken before movement restrictions or quarantines are lifted.

Carcass disposal requirements under North Dakota Century Code 36 often mean communication with state and local law enforcement officials regarding allowable methods of carcass disposition (NDCC 36-14-19).

The Animal Health Division also coordinates with other agencies such as APHIS-Veterinary Services, the Customs and Border Protection, the Department of Health, the Game and Fish Agency, Wildlife Services, US Fish and Wildlife Services, the Department of Emergency Services and Homeland Security, the Department of Health and Human Services and other entities to provide veterinary expertise and guidance in policy development and animal health related activities and responses.

The Animal Health Division assists as needed, when emergencies such as floods, storms or truck rollovers occur, so that the animals are adequately cared and accounted for.

Traces from investigations of the diagnosis of reportable or program diseases in other states are not predictable, but do periodically account for a significant amount of time and resources from the Animal Health Division staff.

**PROGRAM NARRATIVE****Date:** 12/07/2012**602 Department of Agriculture****Time:** 14:59:27**Program:** State Veterinarian**Reporting level:** 00-602-800-00-00-00-00000000**Explanation of Program Costs**

Budget requests for the Animal Health Division are used to fund three veterinarian positions, three support staff positions, one field investigator position, supplies, work related travel, and other operating expenses necessary to carry out the animal health regulations, the Board of Animal Health's policies, and orders as prescribed in state law. Funding sources include monies from the Game and Fish Department, USDA-APHIS cooperative agreements, and other federal grants when appropriate.

**Program Goals and Objectives**

The State Board of Animal Health (BOAH) protects the health of domestic animals and nontraditional livestock in the state and reports zoonotic diseases to the North Dakota Department of Health. It determines and employs the most efficient and practical means for the prevention, suppression, control, and eradication of dangerous, contagious, and infectious diseases among the domestic and nontraditional livestock of this state. It administers the Humane Treatment of Animals Act as charged in North Dakota Century Code Chapter 36-21.1-01, prevents the entrance of pseudorabies, scabies, brucellosis, tuberculosis, and other infectious and contagious diseases into the state, prepares for, and responds to animal health emergencies and monitors, by test and inspection requirements, entrance of animals coming into North Dakota.

In addition, the Animal Health Division maintains multiple animal health associated databases. The Board also administers several mandatory and voluntary programs dealing with animal health such as the North Dakota Voluntary Bovine Johne's Disease Control program, the Chronic Wasting Disease surveillance program, and the Scrapie Eradication program. The Animal Health Division is responsible for training and equipping a Veterinary Reserve Corps, which is trained and maintained to assist with responding to animal health emergencies. The Animal Health Division also strives to prevent many common infectious and contagious diseases from being introduced through the requirement of health certificates and importation permits, and through certification of flocks and herds free of diseases such as bovine tuberculosis (*Mycobacterium bovis*) and brucellosis (*Brucella abortus* and *Brucella ovis*). The Animal Health Division under the direction of the State Board of Animal Health and in concert with the Agricultural Commissioner also follows up and investigates slaughter surveillance suspects and epidemiologic traces from other states. The Board licenses facilities that sell virulent products and approves all modified live vaccines that are sold in North Dakota.

The veterinarians respond to requests for assistance with investigations of inhumane treatment of animal complaint allegations. The veterinarians are also to approve livestock auction market veterinarians and inspect livestock auction markets. They also license non-traditional livestock facilities and over sees the National Poultry Improvement Program (NPPI) and the registering of Livestock Medicines sold in ND on behalf of the ND Agriculture Commissioner.

**REQUEST DETAIL BY PROGRAM**602 Department of Agriculture  
Biennium: 2013-2015

Bill#: HB1009

Date: 12/07/2012

Time: 14:59:27

Program: State Veterinarian		Reporting Level: 00-602-800-00-00-00-00000000			
Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Request 2013-2015
<b>Board of Animal Health</b>					
Salaries - Permanent	729,292	815,358	27,354	842,712	0
Temporary Salaries	65,592	102,403	(139)	102,264	0
Overtime	1,394	836	(836)	0	0
Fringe Benefits	262,436	308,626	13,830	322,456	0
Travel	87,025	159,942	(62,411)	97,531	2,900
Supplies - IT Software	23,412	10,048	(4,282)	5,766	2,000
Supply/Material-Professional	345	309	0	309	3,000
Bldg, Ground, Maintenance	29	0	0	0	0
Miscellaneous Supplies	21,583	4,100	0	4,100	3,500
Office Supplies	2,595	6,791	0	6,791	1,000
Postage	9,470	11,282	(2,000)	9,282	1,000
Printing	8,675	11,629	0	11,629	3,000
IT Equip Under \$5,000	440	27,371	(12,371)	15,000	1,000
Other Equip Under \$5,000	6,792	0	0	0	0
Office Equip & Furn Supplies	1,818	0	0	0	0
Insurance	835	2,890	0	2,890	0
Rentals/Leases - Bldg/Land	9,260	10,463	0	10,463	1,000
Repairs	1,282	202	0	202	0
IT - Data Processing	83,426	48,668	27,232	75,900	2,000
IT - Communications	16,468	26,772	(11,892)	14,880	2,000
IT Contractual Svcs and Rprs	2,487	340	4,660	5,000	1,600
Professional Development	26,545	51,738	(2,000)	49,738	5,000
Operating Fees and Services	91,399	147,946	(10,000)	137,946	1,000
Fees - Professional Services	183,392	470,847	(104,609)	366,238	(69,033)
Medical, Dental and Optical	4,660	0	0	0	0
<b>Total</b>	<b>1,640,652</b>	<b>2,218,561</b>	<b>(137,464)</b>	<b>2,081,097</b>	<b>(39,033)</b>
<b>Board of Animal Health</b>					
General Fund	1,019,309	1,402,932	(44,140)	1,358,792	(39,033)
Federal Funds	386,654	562,005	(140,495)	421,510	0
Special Funds	234,689	253,624	47,171	300,795	0
<b>Total</b>	<b>1,640,652</b>	<b>2,218,561</b>	<b>(137,464)</b>	<b>2,081,097</b>	<b>(39,033)</b>
<b>Total Expenditures</b>	<b>1,640,652</b>	<b>2,218,561</b>	<b>(137,464)</b>	<b>2,081,097</b>	<b>(39,033)</b>

**Funding Sources****General Fund**

**REQUEST DETAIL BY PROGRAM**602 Department of Agriculture  
Biennium: 2013-2015

Bill#: HB1009

Date: 12/07/2012

Time: 14:59:27

Program: State Veterinarian		Reporting Level: 00-602-800-00-00-00-00000000			
Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Request 2013-2015
<b>Total</b>	<b>1,019,309</b>	<b>1,402,932</b>	<b>(44,140)</b>	<b>1,358,792</b>	<b>(39,033)</b>
<b>Federal Funds</b>					
A055 Biosecurity Grant/Health Dept	80,535	0	0	0	0
A061 Foreign Animal Disease(BSE/NAHEMS)	214,227	389,637	(40,491)	349,146	0
A068 Animal Disease Trace (ADT)	91,892	172,368	(100,004)	72,364	0
<b>Total</b>	<b>386,654</b>	<b>562,005</b>	<b>(140,495)</b>	<b>421,510</b>	<b>0</b>
<b>Special Funds</b>					
308 Agriculture Department Fund 308	34,689	54,163	0	54,163	0
309 Game and Fish Funds	200,000	199,461	47,171	246,632	0
<b>Total</b>	<b>234,689</b>	<b>253,624</b>	<b>47,171</b>	<b>300,795</b>	<b>0</b>
<b>Total Funding Sources</b>	<b>1,640,652</b>	<b>2,218,561</b>	<b>(137,464)</b>	<b>2,081,097</b>	<b>(39,033)</b>
<b>FTE Employees</b>	<b>7.50</b>	<b>7.00</b>	<b>0.00</b>	<b>7.00</b>	<b>0.00</b>

**CHANGE PACKAGE DETAIL**602 Department of Agriculture  
Biennium: 2013-2015

Bill#: HB1009

Date: 12/07/2012

Time: 14:59:27

Program: State Veterinarian			Reporting Level: 00-602-800-00-00-00-00000000			
Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds
<b>Base Budget Changes</b>						
<b>One Time Budget Changes</b>						
A-E 1 Remove Johne's Disease Carryover		0.00	(64,609)	0	0	(64,609)
<b>Total One Time Budget Changes</b>		<b>0.00</b>	<b>(64,609)</b>	<b>0</b>	<b>0</b>	<b>(64,609)</b>
<b>Ongoing Budget Changes</b>						
A-A 1 Operating Line Adjustment		0.00	0	(113,064)	0	(113,064)
Base Payroll Change		0.00	20,469	(27,431)	47,171	40,209
<b>Total Ongoing Budget Changes</b>		<b>0.00</b>	<b>20,469</b>	<b>(140,495)</b>	<b>47,171</b>	<b>(72,855)</b>
<b>Total Base Budget Changes</b>		<b>0.00</b>	<b>(44,140)</b>	<b>(140,495)</b>	<b>47,171</b>	<b>(137,464)</b>
<b>Optional Budget Changes</b>						
<b>Ongoing Optional Changes</b>						
A-C 8 Animal Disease Investigating and Surveillance	5	0.00	30,000	0	0	30,000
<b>Total Ongoing Optional Changes</b>		<b>0.00</b>	<b>30,000</b>	<b>0</b>	<b>0</b>	<b>30,000</b>
<b>Total Optional Budget Changes</b>		<b>0.00</b>	<b>30,000</b>	<b>0</b>	<b>0</b>	<b>30,000</b>
<b>Optional Savings Changes</b>						
A-G 20 Johne's Disease Control	3	0.00	(69,033)	0	0	(69,033)
<b>Total Optional Savings Changes</b>		<b>0.00</b>	<b>(69,033)</b>	<b>0</b>	<b>0</b>	<b>(69,033)</b>

**PROGRAM NARRATIVE**

602 Department of Agriculture

Date: 12/07/2012

Time: 14:59:27

Program: Pesticide and Fertilizer

Reporting level: 00-602-900-00-00-00-00000000

**Program Performance Measures**

**Safe Send:** Success is measured by pounds of old, unused pesticides collected, and the number of farmers and homeowners participating in the program.

**Pesticide Registration:** Success is also measured by the reduction of unregistered pesticides sold in North Dakota.

**Pesticide Enforcement:** Success is measured by rates of compliance and reduction of repeat violations to state and federal statutes and regulations related to pesticide use, storage, and security. Compliance is measured by the number of agricultural pesticide use, non-agricultural use, pesticide producer establishments, market place, pesticide applicator, and restricted use pesticide dealer inspections conducted and found in compliance. Success is also measured by the number of formal complaints responded to and successfully resolved.

**Fertilizer and Anhydrous Ammonia:** Success is measured by the number of fertilizers registered and the number of fertilizer distributors and anhydrous ammonia dealers licensed.

**Program Statistical Data**

**Safe Send:** 189,996 lbs of waste pesticides were collected and properly disposed of under Project Safe Send in 2011, compared to 215,594 lbs in 2010 and 205,021 lbs in 2009. There were 383 Safe Send participants in 2011, compared to 443 and 501 participants in 2010 and 2009, respectively.

**Fertilizer Licenses:** Fertilizer Distributors - 542; Anhydrous Ammonia Facilities - 339. New licenses granted to date in 2011-2013 biennium: Fertilizer Distributors- 61; Anhydrous Ammonia Facilities- 9.

**Fertilizer Registrations:** 2,041.

There are 11,103 pesticides currently registered in North Dakota. There were 1,146 new pesticide registration granted through the first year of the 2011-2013 biennium.

**Pesticide Inspections & Investigations for 2009-2011 Biennium** (1,562): Ag Use- 98; Ag Follow-up- 79; Non-Ag Use- 51; Non-Ag Follow-Up-17; Producer Establishment Inspections-157; Marketplace-444; Certified Applicator Records- 456; RUP Dealer- 254; Experimental Use- 3; Federal Facilities- 3.

**Pesticide Inspections & Investigations to Date for 2011-2013 Biennium** (1,120): Ag Use- 145; Ag Follow-Up- 72; Non-Ag Use- 52; Non-Ag Follow-Up- 6; Producer Establishment Inspections- 82; Marketplace- 262; Export- 0; Certified Applicator Records- 372; RUP Dealer- 128; Experimental Use- 1.

**Explanation of Program Costs**

Salaries, motor pool, IT, and travel funds requested in this budget are necessary to carry out the pesticide program (Chapters 4-35 and 19-18), Project Safe Send program (Chapter 4-35.2), the fertilizer program (Chapter 19-20.1), and anhydrous ammonia program (19-20.2 and 19-20.3). The pesticide, fertilizer, and anhydrous ammonia programs each have a registration and/or licensing component that occurs primarily in the office, and a complimentary field regulatory component that involves inspecting regulated entities and sampling products to ensure compliance with regulatory requirements.

Project Safe Send, our pesticide collection program, primarily involves designing each year's collection program, doing outreach and advertising, and contracting with a private company to collect and dispose of the hazardous materials.

**PROGRAM NARRATIVE**

602 Department of Agriculture

Date: 12/07/2012

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**Program:** Pesticide and Fertilizer**Reporting level:** 00-602-900-00-00-00-00000000

Staff also devotes significant time and resources toward outreach and compliance assistance to educate the public on the relevant regulatory requirements, especially with new state and federal laws and regulations. These efforts have dramatically increased levels of compliance, although they do require significant investments in salaries, travel, and IT.

**Program Goals and Objectives**

## Goals:

- To regulate, in the public interest, the distribution, storage, transportation, disposal, and use of pesticides to control pests.
- To enforce laws and regulations governing the use and storage of anhydrous ammonia.
- To register pesticide and fertilizer products, and review labeling to ensure compliance with state and federal requirements.
- To regulate fertilizer products to ensure truth in labeling and consumer access to high-quality and consistent products.
- To ensure that old and unwanted pesticides are disposed of in a safe and cost-effective fashion.

## Objectives:

- Ensure compliance of pesticide laws and administrative rules through education and regulation to better mitigate the risk of pesticides to human health and the environment. Distribute copies of the state pesticide laws and rules, informational brochures, and other references to the general public, provide outreach to the regulated community through presentations at public meetings and news releases. Act as a liaison between EPA, North Dakota pesticide users, and other stakeholders on pesticide issues.
- Help to safely and legally dispose of unwanted pesticides, the cost of which would be economically unfeasible for most individuals.
- Assist other state and federal programs where pesticides may play a role in the decision making process.
- Apply for specific, crisis, quarantine exemptions, and special local needs for pesticide use in the state to ensure that growers and others have access to effective pest management tools.
- License fertilizer distributors and anhydrous ammonia facilities.
- Provide inspection services for licensed feed, fertilizer, and other establishments.
- Register fertilizers and pesticides.
- Sample fertilizer products to ensure compliance with state laws.
- Respond to consumer complaints.
- Provide changes in laws and rules as needed.
- Be subject matter experts and act as liaisons among the US Environmental Protection Agency, growers, ranchers, university researchers, policy makers, and other stakeholders on federal pesticide regulatory and policy issues.

**REQUEST DETAIL BY PROGRAM**602 Department of Agriculture  
Biennium: 2013-2015

Bill#: HB1009

Date: 12/07/2012

Time: 14:59:27

Program: Pesticide and Fertilizer		Reporting Level: 00-602-900-00-00-00-00000000			
Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Request 2013-2015
<b>Salaries and Wages</b>					
Salaries - Permanent	946,006	1,339,323	35,997	1,375,320	0
Temporary Salaries	727	375	(375)	0	0
Overtime	1	0	0	0	0
Fringe Benefits	410,982	539,402	66,584	605,986	0
<b>Total</b>	<b>1,357,716</b>	<b>1,879,100</b>	<b>102,206</b>	<b>1,981,306</b>	<b>0</b>
<b>Salaries and Wages</b>					
General Fund	209,718	0	0	0	0
Federal Funds	694,967	612,560	(35,552)	577,008	0
Special Funds	453,031	1,266,540	137,758	1,404,298	0
<b>Total</b>	<b>1,357,716</b>	<b>1,879,100</b>	<b>102,206</b>	<b>1,981,306</b>	<b>0</b>
<b>Operating Expenses</b>					
Travel	192,341	357,497	(23,720)	333,777	0
Supplies - IT Software	14,576	30,035	10,397	40,432	0
Supply/Material-Professional	2,250	8,769	(3,221)	5,548	0
Food and Clothing	1,785	4,362	0	4,362	0
Bldg, Ground, Maintenance	0	40	0	40	0
Miscellaneous Supplies	5,326	4,945	(1,059)	3,886	0
Office Supplies	5,663	6,298	(820)	5,478	0
Postage	10,855	11,214	(2,350)	8,864	0
Printing	15,294	8,073	(1,000)	7,073	0
IT Equip Under \$5,000	21,196	26,384	(5,384)	21,000	0
Other Equip Under \$5,000	7,075	3,336	(1,086)	2,250	0
Office Equip & Furn Supplies	20,948	10,823	(5,184)	5,639	0
Insurance	1,452	3,367	(428)	2,939	0
Rentals/Leases - Bldg/Land	27,058	56,593	0	56,593	0
Repairs	85,486	0	0	0	0
IT - Data Processing	41,161	76,978	(27,986)	48,992	0
IT - Communications	25,340	44,135	(13,535)	30,600	0
IT Contractual Svcs and Rprs	373	160	31,840	32,000	0
Professional Development	14,131	10,613	3,500	14,113	0
Operating Fees and Services	695,154	747,103	126,244	873,347	0
Fees - Professional Services	23,927	13,273	4,000	17,273	0
Other Expenses	0	40	(20)	20	0
<b>Total</b>	<b>1,211,391</b>	<b>1,424,038</b>	<b>90,188</b>	<b>1,514,226</b>	<b>0</b>

**Operating Expenses**

**REQUEST DETAIL BY PROGRAM**602 Department of Agriculture  
Biennium: 2013-2015

Bill#: HB1009

Date: 12/07/2012

Time: 14:59:27

Program: Pesticide and Fertilizer		Reporting Level: 00-602-900-00-00-00-00000000			
Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Request 2013-2015
General Fund	0	0	0	0	0
Federal Funds	304,439	394,543	0	394,543	0
Special Funds	906,952	1,029,495	90,188	1,119,683	0
<b>Total</b>	<b>1,211,391</b>	<b>1,424,038</b>	<b>90,188</b>	<b>1,514,226</b>	<b>0</b>
<b>Crop Harmonization Board</b>					
Salaries - Permanent	2,549	0	0	0	0
Fringe Benefits	886	0	0	0	0
Travel	4,592	18,628	0	18,628	0
Office Supplies	130	521	0	521	0
Postage	101	262	0	262	0
Repairs	3	0	0	0	0
IT - Communications	14	0	0	0	0
Operating Fees and Services	35,387	55,363	0	55,363	0
Fees - Professional Services	152	226	0	226	0
<b>Total</b>	<b>43,814</b>	<b>75,000</b>	<b>0</b>	<b>75,000</b>	<b>0</b>
<b>Crop Harmonization Board</b>					
General Fund	0	0	0	0	0
Federal Funds	0	0	0	0	0
Special Funds	43,814	75,000	0	75,000	0
<b>Total</b>	<b>43,814</b>	<b>75,000</b>	<b>0</b>	<b>75,000</b>	<b>0</b>
<b>Total Expenditures</b>	<b>2,612,921</b>	<b>3,378,138</b>	<b>192,394</b>	<b>3,570,532</b>	<b>0</b>
<b>Funding Sources</b>					
<b>General Fund</b>					
<b>Total</b>	<b>209,718</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Federal Funds</b>					
A049 Pesticide Enforcement	999,406	1,007,103	(35,552)	971,551	0
<b>Total</b>	<b>999,406</b>	<b>1,007,103</b>	<b>(35,552)</b>	<b>971,551</b>	<b>0</b>
<b>Special Funds</b>					
264 Anhyd Ammon Stor Insp Fund 264	29,792	0	0	0	0
376 Environment & Rangeland Prot 376	1,374,005	2,371,035	227,946	2,598,981	0
<b>Total</b>	<b>1,403,797</b>	<b>2,371,035</b>	<b>227,946</b>	<b>2,598,981</b>	<b>0</b>

**REQUEST DETAIL BY PROGRAM**

602 Department of Agriculture  
 Biennium: 2013-2015

Bill#: HB1009

Date: 12/07/2012

Time: 14:59:27

**Program:** Pesticide and Fertilizer **Reporting Level:** 00-602-900-00-00-00-00-00000000

Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Request 2013-2015
<b>Total Funding Sources</b>	<b>2,612,921</b>	<b>3,378,138</b>	<b>192,394</b>	<b>3,570,532</b>	<b>0</b>
FTE Employees	15.00	15.00	1.00	16.00	0.00

**CHANGE PACKAGE DETAIL**

602 Department of Agriculture  
 Biennium: 2013-2015

Bill#: HB1009

Date: 12/07/2012

Time: 14:59:27

Program: Pesticide and Fertilizer				Reporting Level: 00-602-900-00-00-00-00000000			
Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds	

**Base Budget Changes**

**Ongoing Budget Changes**

A-A 1 Operating Line Adjustment		0.00	0	0	90,188	90,188
Base Payroll Change		1.00	0	(35,552)	137,758	102,206
<b>Total Ongoing Budget Changes</b>		<b>1.00</b>	<b>0</b>	<b>(35,552)</b>	<b>227,946</b>	<b>192,394</b>
<b>Total Base Budget Changes</b>		<b>1.00</b>	<b>0</b>	<b>(35,552)</b>	<b>227,946</b>	<b>192,394</b>