

## I. Introduction to the NPM Guidance Process

Each of EPA's programmatic National Program Managers (NPMs)<sup>1</sup> develops annual guidance that defines program priorities, strategies, and performance measures in accordance with EPA's *Strategic Plan*<sup>2</sup> and *Annual Plan and Budget*. The guidance provides a national framework for regions to use as they establish their own work plans, performance goals, and work-sharing strategies with the states. This year's guidance will be the first to reflect the new Administration's priorities. NPMs should adjust their implementation strategies and programmatic priorities to reflect this new Agency direction.

**Administrator Jackson's Priorities:** 1) *Greenhouse gas reduction*, 2) *Air quality improvement*, 3) *Managing chemical risk*, 4) *Hazardous waste site clean up* and 5) *Protecting America's waters*.

The NPM guidance presents a key opportunity for aligning EPA activities to state, local, and tribal partners as well as other Federal agencies, thereby distributing environmental services to those best positioned to deliver them. In these tight fiscal times, this alignment is especially critical to ensure that environmental services are provided effectively. This enhanced partnership will also promote greater transparency and cooperation by establishing meaningful partnerships between the EPA and other organizations with significant responsibilities for advancing a strong economy and a sustainable environment. NPMs should use their guidance to promote new approaches, innovative tools, and new partners to accelerate environmental protection.

OCFO's Technical Guidance on FY 2011 National Program Manager Guidance and Annual Commitment Process provides context, requirements, and instructions for the development of the individual NPM guidance documents. The OCFO guidance addresses three areas of national program management: 1) developing FY 2011 NPM priorities, strategies, and associated measures; 2) reporting and analyzing results for FY 2010 performance commitments; and 3) negotiating agreements for FY 2011 performance commitments. The OCFO guidance also aims to support improved Agency program management and decision-making by:

- Providing guidance for incorporating new Administration priorities and themes into operational plans.
- Ensuring consistency and clarity across NPM guidance documents so that regions, states, and tribes are better able to identify priorities and cross-program opportunities for implementing EPA programs.

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<sup>1</sup> For purposes of this guidance, NPMs refer to the following 5 offices: Office of Air and Radiation, Office of Enforcement and Compliance Assurance; Office of Prevention, Pesticides, and Toxics Substances; Office of Solid Waste and Emergency Response; and Office of Water.

<sup>2</sup> EPA's *2009-2014 Strategic Plan* is currently under development. The Agency issued a *2009-2014 Strategic Plan Change Document* for a 60-day public review and comment period on September 30, 2008. Based on these comments and direction from the Agency's new leadership, the Agency developed an internal review draft of the *Strategic Plan*, dated May 14, 2009. This is the document referred to as the *2009-20014 Strategic Plan* throughout this guidance, and NPMs should use this as the basis for the FY 2011 NPM Guidance until the *Strategic Plan* is finalized. NPMs should adjust their program priorities, strategies, and performance measures to be consistent with the final *Strategic Plan*, assuming it is released during the FY 2011 guidance process.

- Establishing processes to improve the quality, consistency, and reliability of performance measures, and related data and reporting in Measures Central, consistent with OCFO's measures governance guidance (see page 6).

Based on feedback from NPMs and regions, OCFO is making minor modifications to the process and guidance from FY 2010, but the majority of the timeframes and templates will continue unchanged. The complete schedule of Key Milestones for this year appears in **Attachment 12**. In addition, individual schedules for NPMs (**Attachment 13**), regions (**Attachment 14**), and states and tribes (**Attachment 15**) are provided.