

SECTION 290—ELIMINATION OF UNNECESSARY AGENCY PLANS AND REPORTS

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Summary of Changes

This section describes requirements for providing a list of agency-proposed unnecessary, outdated or duplicative plans and reports to Congress.

Agencies are required as a part of the September 2017 budget submission to update their list of unnecessary reports.

290.1 What does the GPRA Modernization Act require with regard to agency reporting on unnecessary reports to Congress?

The GPRA Modernization Act requires that based on guidance provided by the Director of the Office of Management and Budget, the Chief Operating Officer at each agency shall:

1. compile a list that identifies all plans and reports the agency produces for Congress, in accordance with statutory requirements or as directed in congressional reports (the full list should be readily available to OMB and Congress upon request);
2. analyze the list compiled to identify which plans and reports are outdated or duplicative of other required plans and reports, and refine the list to include only the plans and reports identified to be outdated or duplicative;
3. consult with the congressional committees that receive the agency-proposed outdated or duplicative plans and reports to determine whether they could be eliminated or consolidated with other plans and reports; and
4. provide a total count of plans and reports compiled and the list of outdated and duplicative reports identified to the Director of the Office of Management and Budget.

290.2 What information must agencies provide to OMB, if the agency has modification proposals for Congress?

Agencies are required as a part of the September 2017 budget submission (FY 2019 Budget) to update their list of unnecessary reports. When requested, agencies will be required to provide OMB with the following information on each congressionally-required plan or report modification proposal:

- Title of plan or report used by the agency when providing the report to Congress;

- Statute (or other congressional requirement citation) which mandates the agency to create the report and deliver it to Congress or the public;
- To whom it is delivered in Congress;
- How frequently it is delivered to Congress;
- Proposed recommendation for modifying: elimination, consolidation, streamlining or reduced frequency;
- Brief rationale, (e.g., duplicative, outdated, cost exceeds benefit, or other);
- Justification for rationale that clearly explains why the report was identified as duplicative, outdated, or otherwise in need of modification and is appropriate for publication;
- Hyperlinks or copies of reports that are being proposed for modification or elimination; and
- Hyperlinks or copies of reports that are associated with the report being proposed for modification, such as a report that justifies that another plan or report is duplicative or a report with which content could be streamlined, for example.

290.3 What kind of agency reports should be proposed?

Agencies should include agency-specific plans and reports that are usually reoccurring in nature, rather than one-time reporting requirements. Generally, agencies should not include plans and reports that are required from all agencies (e.g., strategic plans) among the modification or elimination proposals; however, OMB will consider recommendations submitted from agencies for streamlining such government-wide documents. In vetting proposals before providing them to OMB, agencies should be sure to consider legislation that may have eliminated older reporting requirements, such as the Federal Reports Elimination and Sunset Act of 1995, [Public Law 104-66](#).

290.4 How will agencies provide the information to OMB?

When requested, agencies must follow two steps for submitting proposals to OMB by following the instructions and templates for submission that will be posted at <https://community.max.gov/x/iQOoJQ>:

1. Modification proposals will be provided to OMB via MAX Collect on the agency's Performance Portal at <https://max.omb.gov/community/x/C5VxIQ>.
2. The point of contact who is assigned by the COO to coordinate the agency's submission must email official notification to performance@omb.eop.gov that the COO has approved the agency's submission by including the following:
 - a confirmation that the agency's proposed list of modifications to agency reports on the agency's MAX Collect Performance Portal submission page was validated by the agency and approved by the COO;
 - an agency email address to which public inquiries may be directed on the proposed list; and
 - a notification as to when the agency consulted Congress on the agency's proposals.

290.5 What if our agency has few congressional reporting requirements or no new proposals since the last time we submitted information to OMB?

When requested, the agency must review the previously-published modification list that is pre-populated in MAX to identify any plans and reports that have been eliminated or modified by Congress. The agency should remove modification proposals that have been addressed by Congress. The agency may choose to resubmit proposals that have not yet been addressed.

If the agency has no new proposals, the agency point of contact who is assigned by the COO to coordinate the agency submission must notify the OMB at performance@omb.eop.gov that the agency Chief Operating Officer has confirmed that the previously-published list has been updated in MAX Collect as needed, and has approved no new modification proposals since the last time the agency provided a list to OMB.

290.6 Are agencies required to submit legislation?

Any modifications of plans or reports that are required by appropriations legislation must be reflected in appropriations language modifications prepared for the purposes of publication of the President's Budget.

For all other modification proposals required by other congressional actions, agencies are encouraged to pursue legislation (or other congressional approval as required) on their list of modification proposals; however, agencies are not required to do so.

