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**United States
Department of
Agriculture**

Animal and Plant
Health Inspection
Service

Plant Protection and
Quarantine

Emergency and
Domestic Programs

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To the CAPS Community:

I would like to announce the publication of the Cooperative Agricultural Pest Survey (CAPS) 2013 National Survey Guidelines. The [2013 Guidelines](#) can be found on the CAPS Resource & Collaboration web site (<http://caps.ceris.purdue.edu/>) under the Guidelines link in the CAPS ribbon on the left-hand side of the page.

The 2013 Guidelines retain the focus, format, policy, and philosophy of the previous Guidelines. The Guidelines are centered on the 'bundled survey' concept for efficiency and economy of survey. The emphasis is on surveys based not only on commodities, but also environments, habitats, industries, businesses, and the continuum along pest introduction pathways. The State CAPS Committees are charged with creating bundled surveys that best fit the pest risk, agriculture, and environment of their state or region in their efforts of early detection of exotic pests. A pathway approach to planning and conducting surveys always is strongly encouraged.

The CAPS Program is continually evolving. Ideas, suggestions, and comments from the National CAPS Committee and their constituencies and stakeholders throughout the year have been discussed and incorporated into this year's Guidelines. Some changes from the 2012 Guidelines consist of small clarifications, others may involve a cultural shift in the way we collect, manage, and report data. Some highlights to the 2013 National Survey Guidelines are:

- States should plan on 2012 funding for 2013, but be ready to change plans should budgetary cuts materialize (up to 22% has been discussed). Any cut would affect both the Infrastructure work plan and the Survey work plans (i.e., simply cutting out survey in favor of keeping infrastructure is not an option). States cannot exceed 2012 infrastructure funding; however, states can reduce the amount allotted to Infrastructure and apply the difference to survey(s).
- Tier 2 infrastructure has been eliminated. The intent of the Infrastructure is to support the State Survey Coordinator position and critical infrastructure needs to support the position. Funding consideration for items previously written into Tier 2 guidelines should be requested in the general Infrastructure proposal following new guidelines. Where possible equipment, supplies, etc. should be attributed to specific survey work plans if they are going to be used for conducting those surveys. States are encouraged to leverage funding from other programs to cover and reduce Infrastructure costs.



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- In an attempt to capture the various activities funded under the Infrastructure component, a new reporting section with suggested metrics will be added to an updated Appendix P-1 of the 2013 Guidelines. It is only through the efforts of the states to report on the various activities carried out in the states under Infrastructure that the CAPS program can document and successfully argue the merits of continued Infrastructure funding.
- Surveys have been split between CAPS and Farm Bill. This was done to provide a clear distinction between the surveys focused on specialty crops and other commodity and taxonomic based surveys. The Farm Bill emphasizes specialty crops whereas CAPS is broader in scope. In the current economic climate we need to leverage other funding venues. Grape and Stone Fruit Commodity Surveys, and other surveys based on specialty crops will not be offered through CAPS for 2013 funding.
- Discretionary surveys have been eliminated. Pests of state concern will continue to be available for survey through CAPS. These pests should be bundled with Priority Pests into a taxonomic or commodity based survey. Stand-alone surveys for pests of state concern will no longer be supported. This change eliminates the need for the 75/25 ratio for priority to state discretionary surveys,
- For 2013, the J-3 appendix will be completed online on the [CAPS Resource & Collaboration site](#). The Excel spreadsheet used in previous years is obsolete and not necessary. The online J-3 must be completed when the work plans are submitted to the SPHD's office. No work plans will be reviewed or approved without a completed J-3. Once the state submits the completed information, the state PPQ office will be required to acknowledge review before it will be reviewed by the RPM.
- A decision was made to update the Analytical Hierarchy Process (AHP) Priority Pest List only every 2 yrs. The 2013 list will remain the same as 2012 list with exception that *Planococcus minor* has been de-regulated, and thus removed from the AHP list. Additions and subtractions, as well as taxonomic and other changes to the other pest lists for 2013 can be found in Appendix M-2.
- The CAPS program is continually working to improve data management. The CAPS management team is working closely with the IPHIS team to make sure that IPHIS can handle the unique intricacies of the CAPS program. To that end, CO, ID and ME have agreed to test certain IPHIS functionality for the CAPS program in 2012. The goal of this test is to identify any fixes required by IPHIS to get it ready for program implementation in 2013. However, this may change based on progress developing the CAPS requirements in IPHIS. The CAPS program has communicated to the IPHIS team that the situation with IPHIS will be reviewed later this year, and a decision will be made as to data management in 2013 around October 1, 2012.

If you have any questions regarding the 2013 National Survey Guidelines, feel free to discuss the matter with your representative on the NCC. The CAPS Program Managers also are available to answer any questions.

If you have any concerns or suggestions on how to improve the CAPS program, please contact the National Survey Coordinator, Dr. John Bowers at (301) 851-2087, by email at John.Bowers@usda.gov, or email the Director of the Pest Detection Program, Dr. Matt Royer, at Matthew.H.Royer@usda.gov, or contact the Regional CAPS Program Managers - Dr. Brian Kopper (Eastern Region) by email at Brian.J.Kopper@usda.gov, or Kristian Rondeau (Western Region) by email at Kristian.C.Rondeau@usda.gov.

Sincerely,

/s/John H. Bowers

John H. Bowers, PhD
National Program Manager
Cooperative Agricultural Pest Survey

cc: Matthew Royer
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