

For: State Offices

FY 2014 Second Quarter Appraisers Allotments

Approved by: Associate Administrator for Operations and Management

Candace Thompson

1 Overview

A Background

On January 19, 2014, the President signed Pub. L. 113-76, Consolidated Appropriations Act, 2014.

B Purpose

This notice:

- issues 2nd quarter appraiser's allotments for Fund 84 Federal allotments through March 31, 2014 (Exhibit 1)
- provides guidance to State Offices on how to correctly use these funds.

C Contacts

If there are questions about allotments, contact 1 of the following.

IF located in the following National or State Office...	THEN contact the following BUD analyst...
Arizona, California, Colorado, Guam, Hawaii, Illinois, Iowa, Kansas, Nevada, New Mexico, Oklahoma, Texas, Utah, DAFLP, or DAFP	Lillie McComb by any of the following: <ul style="list-style-type: none"> • e-mail at lillie.mccomb@wdc.usda.gov • telephone at 202-720-2201 • FAX at 202-690-1503.
Alabama, Arkansas, Florida, Georgia, Indiana, Kentucky, Louisiana, Mississippi, North Carolina, Puerto Rico, South Carolina, Tennessee, Virginia, Virgin Islands, DACO, or DAFO	TC Chappelle by any of the following: <ul style="list-style-type: none"> • e-mail at tarnya.chappelle@wdc.usda.gov • telephone at 202-720-5149 • FAX at 202-690-1503.

Disposal Date	Distribution
April 1, 2014	State Offices

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1 Overview (Continued)

C Contacts (Continued)

IF located in the following National or State Office...	THEN contact the following BUD analyst...
Connecticut, Delaware, Maine, Maryland, Massachusetts, Michigan, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, Vermont, West Virginia, or Office of Administrator	LaTosha Fleming by any of the following: <ul style="list-style-type: none">• e-mail at latosha.fleming@wdc.usda.gov• telephone at 202-720-8861• FAX at 202-690-1503.
Alaska, Idaho, Minnesota, Missouri, Montana, Nebraska, North Dakota, Ohio, Oregon, South Dakota, Washington, Wisconsin, Wyoming, DAM, or Undistributed	Ricky Williams by any of the following: <ul style="list-style-type: none">• e-mail at ricky.williams@wdc.usda.gov• telephone at 202-772-9017• FAX at 202-690-1503.

2 FY 2014 2nd Quarter Appraisers Allotments

A Appraisers Allotments

FY 2014 State appraiser fees, training, training tuition, and books are allotted during the 2nd quarter of FY 2014.

Note: See Exhibit 1 for the amount that each State will receive.

B General

The appraiser allotments will be added to the State's ACIF allotment. Because FY 2014 Full Year allotments have not been issued, the BPMS model is not available. The funds may be used for FLP purposes **only**.

C Local Travel (TRVL), Purchase Cards (AXOL) and Integrated Acquisition System (IAS) Accounting Code

If an accounting code needs to be created for IAS, State Offices should contact the assigned BUD analyst. The BUD analyst will then need to contact Marsha Stevens or Claire Lindsey for further instruction. Exhibit 1 provides the TRVL and AXOL accounting code assigned to each State Office. All State Offices **must** use their assigned accounting code to use these funds for appraisers' activities.

D GovTrip Accounting Code

If overnight travel is required for appraisers' activities, a unique accounting code was created for GovTrip. The State Office must use the unique GovTrip accounting code that was established for any State's personnel traveling overnight for appraisers activities. Use the designated code that is provided in Exhibit 1 for GovTrip.

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2 FY 2014 2nd Quarter Appraisers Allotments (Continued)

E Accounting Code

If State Offices encounter any problems entering the accounting codes contact either of the following:

- Claire Lindsey, FMD, OBF, by either of the following:
 - e-mail at **claire.lindsey@kcc.usda.gov**
 - telephone at 816-926-6245
- Marsha Stevens, FMD, OBF, by either of the following:
 - e-mail at **marsha.stevens@kcc.usda.gov**
 - telephone at 816-926-6288.

3 Action

A State Office and BUD Contact Actions

State Offices and BUD contacts shall:

- ensure that the funds are used only for appraiser activities
- use the designated codes
- ensure that no more than the allotted amount is vouchered in TRVL or GovTrip or otherwise used.

FY 2014 Funding and Accounting Information

The following table provides funding information and codes, by State, for TRVL, AXOL, and GovTrip.

Note: For GovTrip, formatting includes dashes between the 3 different components that make up the accounting code. Failure to include the dashes may cause some State Offices problems in retrieving the proper information in GovTrip.

Example: For Alabama, the proper coding format is, “14-AL-APPRAISAL”.

STATE NAME	FY 2014 Travel	FY 2014 Fees	FY 2014 Tuition & Books	FY 2014 Combined Total	TRVL/AXOL	GovTrip
State Of Illinois	\$150	\$0	\$350	\$500	484IL000APPRSL	14-IL-APPRAISAL
State Of Indiana	0	0	550	550	484IN000APPRSL	14-IN-APPRAISAL
State Of Iowa	0	0	260	260	484IA000APPRSL	14-IA-APPRAISAL
State Of Michigan	0	0	205	205	484MI000APPRSL	14-MI-APPRAISAL
State Of Minnesota	774	0	790	1,564	484MN000APPRSL	14-MN-APPRAISAL
State Of Missouri	760	0	400	1,160	484MO000APPRSL	14-MO-APPRAISAL
State Of Ohio	0	165	310	475	484OH000APPRSL	14-OH-APPRAISAL
State Of Wisconsin	5,122	0	3,193	8,315	484WI000APPRSL	14-WI-APPRAISAL
Total MWA, Fund 84	6,806	165	6,058	13,029		
State Of Connecticut	0	0	0	0	484CT000APPRSL	14-CT-APPRAISAL
State Of Delaware	0	0	0	0	484DE000APPRSL	14-DE-APPRAISAL
State Of Maine	0	0	0	0	484ME000APPRSL	14-ME-APPRAISAL
State Of Maryland	0	0	0	0	484MD000APPRSL	14-MD-APPRAISAL
State Of Massachusetts	0	0	0	0	484MA000APPRSL	14-MA-APPRAISAL
State Of New Hampshire	0	0	0	0	484NH000APPRSL	14-NH-APPRAISAL
State Of New Jersey	0	0	0	0	484NJ000APPRSL	14-NJ-APPRAISAL
State Of New York	4,474	0	800	5,274	484NY000APPRSL	14-NY-APPRAISAL
State Of Pennsylvania	181	0	200	381	484PA000APPRSL	14-PA-APPRAISAL
State Of Rhode Island	0	0	0	0	484RI000APPRSL	14-RI-APPRAISAL
State Of Vermont	0	0	0	0	484VT000APPRSL	14-VT-APPRAISAL
State Of West Virginia	0	0	0	0	484WV000APPRSL	14-WV-APPRAISAL
Total NEA, Fund 84	4,655	0	1,000	5,655		
State Of Alaska	0	0	0	0	484AK000APPRSL	14-AK-APPRAISAL
State Of Idaho	0	0	0	0	484ID000APPRSL	14-ID-APPRAISAL
State Of Montana	487	525	500	1,512	484MT000APPRSL	14-MT-APPRAISAL
State Of Nebraska	56	0	269	325	484NE000APPRSL	14-NE-APPRAISAL
State Of North Dakota	0	0	225	225	484ND000APPRSL	14-ND-APPRAISAL
State Of Oregon	190	0	2,096	2,286	484OR000APPRSL	14-OR-APPRAISAL
State Of South Dakota	280	0	425	705	484SD000APPRSL	14-SD-APPRAISAL
State Of Washington	0	0	0	0	484WA000APPRSL	14-WA-APPRAISAL
State Of Wyoming	0	0	0	0	484WY000APPRSL	14-WY-APPRAISAL
Total NWA, Fund 84	1,013	525	3,515	5,053		
State Of Alabama	0	0	0	0	484AL000APPRSL	14-AL-APPRAISAL
State Of Arkansas	300	0	585	885	484AR000APPRSL	14-AR-APPRAISAL
State Of Florida	0	0	0	0	484FL000APPRSL	14-FL-APPRAISAL
State Of Georgia	6,000	125	300	6,425	484GA000APPRSL	14-GA-APPRAISAL
State Of Kentucky	838	0	1,104	1,942	484KY000APPRSL	14-KY-APPRAISAL
State Of Louisiana	0	0	0	0	484LA000APPRSL	14-LA-APPRAISAL
State Of Mississippi	600	0	400	1,000	484MS000APPRSL	14-MS-APPRAISAL
State Of North Carolina	605	0	0	605	484NC000APPRSL	14-NC-APPRAISAL
State Of South Carolina	0	0	0	0	484SC000APPRSL	14-SC-APPRAISAL
State Of Tennessee	0	0	0	0	484TN000APPRSL	14-TN-APPRAISAL
State Of Virginia	0	0	0	0	484VA000APPRSL	14-VA-APPRAISAL
Territory of Puerto Rico	3,017	0	845	3,862	484PR000APPRSL	14-PR-APPRAISAL
Territory of Virgin Islands	0	0	0	0		
Total SEA, Fund 84	11,360	125	3,234	14,719		
State Of Arizona	0	0	350	350	484AZ000APPRSL	14-AZ-APPRAISAL
State Of California	0	0	0	0	484CA000APPRSL	14-CA-APPRAISAL
State Of Colorado	0	0	0	0	484CO000APPRSL	14-CO-APPRAISAL
State Of Hawaii	0	0	0	0	484HI000APPRSL	14-HI-APPRAISAL
State Of Guam	0	0	0	0		
State Of Kansas	0	0	0	0	484KS000APPRSL	14-KS-APPRAISAL
State Of Nevada	0	0	0	0	484NV000APPRSL	14-NV-APPRAISAL
State Of New Mexico	0	0	0	0	484NM000APPRSL	14-NM-APPRAISAL
State Of Oklahoma	2,745	0	1,210	3,955	484OK000APPRSL	14-OK-APPRAISAL
State Of Texas	0	0	0	0	484TX000APPRSL	14-TX-APPRAISAL
State Of Utah	300	500	250	1,050	484UT000APPRSL	14-UT-APPRAISAL
Total SWA, Fund 84	3,045	500	1,810	5,355		
Total States, Fund 84	\$26,879	\$1,315	\$15,617	\$43,811		