

**UNITED STATES DEPARTMENT OF AGRICULTURE**  
 Farm Service Agency  
 Washington, DC 20250

**For:** State Offices

**FY 2000 Supplemental County Office Administrative Allotments  
 and Revised Federal Employee Overtime Guidelines**

**Approved by:** Deputy Administrator, Management



**1 Overview**

**A  
 Background**

On July 13, 2000, the President signed Pub. L. 106-246, the FY 2001 Military Construction Appropriations Act, which includes additional administrative funding for FSA. BUD and EDSO have completed a funding analysis, and based on State Office supplied data and FY 2000 midyear accounting and workload data, supplemental funding is being allotted. These funds will provide:

- supplemental funding for FY 2000 temporaries and overtime to complete a backlog of increased workload from emergency and other programs
- funding for related operating costs associated with the hiring of County Office temporary employees
- additional funding for Federal employee overtime needs.

The funding distribution will cover temporary staffing needs and other operating costs for the remainder of the FY. Any remaining funding will carry into next FY to cover the workload that has been delayed and carried over into FY 2001.

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<b>Disposal Date</b>	<b>Distribution</b>
October 1, 2000	State Offices

## Notice BU-578

### 1 Overview (Continued)

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#### B

##### Purpose

This notice:

- provides additional allotments for FY 2000 County Office administrative expenses through September 30, 2000 (Exhibit 1)
  - issues a revised FY 2000 guideline for Federal employee overtime (Exhibit 2)
  - informs State Offices that requests to adjust allotments between payroll and non-payroll are due to BUD no later than August 15, 2000.
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### 2 Revised Allotments and Guidelines

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#### A

##### FY 2000 Revised Non-Federal County Allotments

The FY 2000 County Office allotments in Exhibit 1 are based on the following:

- State Office estimated funding needs and distribution
  - actual FY 2000 operating expenditures through April 22, 2000
  - reimbursements for consent decree non-Federal travel and overtime
  - an estimate for additional temporaries, overtime, and related operating expenses.
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#### B

##### FY 2000 Revised Guideline for Federal Employee Overtime

EDSO has established an overtime guideline for State Office Federal employees to meet peak workload demands, primarily for the farm loan servicing activities and consent decree activities. Exhibit 2 provides additional FY 2000 available funding to States. Guidelines **must not** be exceeded and requests for an increase to the guideline must be sent to EDSO. The guideline is not an allotment, but Federal overtime expended will be charged to each State in the Agency accounting system and will be monitored by EDSO and BUD.

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#### C

##### FY 2000 Remaining Non-Federal County Allotments

States are encouraged to manage FY 2000 funding allotments conservatively. The agency is faced with increased FY 2001 funding and staffing needs beyond the FY 2001 Budget level due to increased workload demands. Any FY 2000 funding remaining within a State because of effective management controls will be reviewed and taken into consideration when issuing FY 2001 available funding and FY 2000 carryover funds.

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## Notice BU-578

### 3 Action

#### A State Office Action

State Offices shall follow this table.

Step	Action
1	Determine and issue revised full-year nonpayroll allotments, Exhibit 1, column 2, to County Offices to pay administrative operating expenses for the remaining FY 2000, as soon as possible.
2	Hold a reasonable reserve at the State Office level to cover expenditures made for County Offices.
3	Advise County Offices, by a single State notice: <ul style="list-style-type: none"><li>• to adjust FY 2000 CCC-514, by recording the additional nonpayroll allotment using Menu NAA000, option 6, "Check Limitation and Ledger Control"</li><li>• that all FY 2000 administrative payments issued to date, before receiving this additional allotment, are to be applied to the total allotment.</li></ul>
4	Monitor <b>all</b> payroll expenses as well as nonpayroll check limitation issued to County Offices for all other operating expenses against the total State allotment.
5	Remind County Offices to properly code checks for <b>all</b> operating expenses according to 115-FI.  <b>Note:</b> Correct coding on checks, as opposed to the general use of "OE", can be a major factor in determining the proper allotment for each State in succeeding years.
6	Advise *KCAO on FSA-510, of additional nonpayroll check limitation issued to County Offices, and <b>FAX a copy to BUD at 202-690-3902.</b>  <b>Note:</b> FSA-510's shall include check limitation and withholdings/agency contributions <b>for pay period 20 payroll.</b>
7	Advise BUD in writing, through EDSO, of any needed adjustments in the total County Office allotment by August 15, 2000, and provide justification for the adjustment.

FY 2000 Supplemental County Office Allotments

FY 2000 NON FEDERAL COUNTY OFFICE ALLOTMENTS				
STATES	REVISED	REVISED	REVISED	FY 2000 Supplemental Allotments (Included in Cols. 1,2,&3) (4)
	Payroll Allotment 1/	Non-payroll Allotment 2/	Total Allotment 3/	
	(1)	(2)	(3)	
Illinois	\$25,162,000	\$7,580,000	\$32,742,000	\$526,000
Indiana	16,593,000	5,172,000	21,765,000	468,000
Iowa	30,767,778	7,540,222	38,308,000	658,000
Michigan	11,085,000	4,466,000	15,551,000	301,000
Minnesota	21,149,000	5,765,000	26,914,000	508,000
Missouri	21,297,000	6,404,000	27,701,000	437,000
Ohio	16,617,000	3,832,000	20,449,000	355,000
Wisconsin	16,921,597	4,746,403	21,668,000	367,000
<b>TOTAL MWA</b>	<b>\$159,592,375</b>	<b>\$45,505,625</b>	<b>\$205,098,000</b>	<b>\$3,620,000</b>
Connecticut	\$868,000	\$292,000	\$1,160,000	\$11,000
Delaware	555,000	185,000	740,000	10,000
Maine	1,983,000	1,053,300	3,036,300	139,000
Maryland	2,782,000	862,000	3,644,000	131,000
Massachusetts	1,238,000	379,000	1,617,000	20,000
New Hampshire	715,000	563,000	1,278,000	66,000
New Jersey	983,000	610,000	1,593,000	70,000
New York	7,201,387	3,634,613	10,836,000	164,000
Pennsylvania	8,366,000	3,000,000	11,366,000	604,000
Rhode Island	204,000	35,000	239,000	3,000
Vermont	1,030,000	486,000	1,516,000	22,000
Virgin Islands	44,000	5,000	49,000	0
West Virginia	4,370,000	1,520,000	5,890,000	71,000
<b>TOTAL NEA</b>	<b>\$30,339,387</b>	<b>\$12,624,913</b>	<b>\$42,964,300</b>	<b>\$1,311,000</b>
Alaska	\$295,000	\$171,000	\$466,000	\$10,000
Idaho	5,999,000	2,174,000	8,173,000	104,000
Montana	11,241,000	3,732,300	14,973,300	236,000
Nebraska	21,699,000	4,977,000	26,676,000	501,000
North Dakota	15,463,000	4,019,000	19,482,000	374,000
Oregon	3,889,000	1,870,000	5,759,000	103,000
South Dakota	16,954,000	4,432,000	21,386,000	418,000
Washington	4,646,000	1,868,000	6,514,000	83,000
Wyoming	3,033,000	1,113,000	4,146,000	171,000
<b>TOTAL NWA</b>	<b>\$83,219,000</b>	<b>\$24,356,300</b>	<b>\$107,575,300</b>	<b>\$2,000,000</b>

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FY 2000 Supplemental County Office Allotments (Continued)

FY 2000 NON FEDERAL COUNTY OFFICE ALLOTMENTS				
STATES	REVISED	REVISED	REVISED	FY 2000 Supplemental Allotments (Included in Cols. 1,2,&3)
	Payroll Allotment 1/	Non-payroll Allotment 2/	Total Allotment 3/	
	(1)	(2)	(3)	
Alabama	\$10,301,000	\$3,037,000	\$13,338,000	\$213,000
Arkansas	12,997,000	2,522,000	15,519,000	247,000
Florida	5,422,000	1,940,000	7,362,000	245,000
Georgia	17,200,000	3,472,000	20,672,000	332,000
Kentucky	17,286,463	4,615,537	21,902,000	403,000
Louisiana	9,549,000	2,783,000	12,332,000	179,000
Mississippi	13,825,000	4,329,000	18,154,000	204,000
North Carolina	19,840,000	3,870,000	23,710,000	496,000
Puerto Rico	338,000	1,000	339,000	40,000
South Carolina	7,523,000	2,204,000	9,727,000	196,000
Tennessee	15,931,000	4,512,000	20,443,000	265,000
Virginia	10,103,000	3,849,000	13,952,000	257,000
<b>TOTAL SEA</b>	<b>\$140,315,463</b>	<b>\$37,134,537</b>	<b>\$177,450,000</b>	<b>\$3,077,000</b>
Arizona	\$1,806,000	\$750,000	\$2,556,000	\$58,000
California	6,501,000	2,829,000	9,330,000	204,000
Colorado	7,225,000	2,424,000	9,649,000	133,000
Hawaii	580,000	80,000	660,000	20,000
Kansas	24,263,000	7,118,000	31,381,000	547,000
Nevada	886,000	306,000	1,192,000	12,000
New Mexico	3,295,000	938,000	4,233,000	46,000
Oklahoma	13,299,000	3,500,000	16,799,000	281,000
Texas	37,997,000	11,853,000	49,850,000	771,000
Utah	3,110,000	961,000	4,071,000	47,000
<b>TOTAL SWA</b>	<b>\$98,962,000</b>	<b>\$30,759,000</b>	<b>\$129,721,000</b>	<b>\$2,119,000</b>
<b>TOTAL ALL AREAS</b>	<b>\$512,428,225</b>	<b>\$150,380,375</b>	<b>\$662,808,600</b>	<b>\$12,127,000</b>

1/ The Subtotal Payroll Allotment (Column 1) includes ALL payroll costs.  
 2/ Check Limitation issued to County Offices shall include ONLY Non-Payroll Allotment (Column 2) and also the one-time funds for PP 20 payroll expense. PP20 payroll related expenses are included in total payroll allotment (Column 1).  
 3/ Includes ALL FY 2000 County Office Allotments previously issued in Notices BU-560, BU-562 and BU-568.

*Richard Pappalardo*  
 Acting Director, Budget Division

7/28/00  
 Date

**FY 2000 Revised Federal Employee Overtime Guideline**

**States FY 2000 Guideline\*  
for Federal Employee Overtime**

States	Revised Overtime Amount	Increases	Revised Overtime Amount
Alaska.....	\$3,300	\$0	\$3,300
Idaho.....	54,156	39,000	93,156
Montana.....	59,058	42,000	101,058
Nebraska.....	137,541	41,000	178,541
North Dakota.....	130,035	105,000	235,035
Oregon.....	26,987	38,000	64,987
South Dakota.....	166,553	126,000	292,553
Washington.....	29,368	63,000	92,368
Wyoming.....	15,976	0	15,976
<b>Total Northwest Area.....</b>	<b>622,974</b>	<b>454,000</b>	<b>1,076,974</b>
Alabama.....	46,059	0	46,059
Arkansas.....	116,943	48,000	164,943
Florida.....	28,920	18,000	46,920
Georgia.....	63,238	44,000	107,238
Kentucky.....	121,972	97,000	218,972
Louisiana.....	91,288	0	91,288
Mississippi.....	113,208	137,000	250,208
North Carolina.....	70,251	56,000	126,251
Puerto Rico.....	22,000	0	22,000
South Carolina.....	38,112	28,000	66,112
Tennessee.....	84,852	67,000	151,852
Virginia.....	33,687	27,000	60,687
<b>Total Southeast Area.....</b>	<b>830,530</b>	<b>522,000</b>	<b>1,352,530</b>
Arizona.....	12,236	12,000	24,236
California.....	53,278	34,000	87,278
Colorado.....	36,089	24,000	60,089
Hawaii.....	7,700	2,000	9,700
Kansas.....	134,757	75,000	209,757
Nevada.....	4,948	14,000	18,948
New Mexico.....	22,636	15,000	37,636
Oklahoma.....	156,767	149,000	305,767
Texas.....	234,099	98,000	332,099
Utah.....	35,463	28,000	63,463
<b>Total Southwest Area.....</b>	<b>697,973</b>	<b>451,000</b>	<b>1,148,973</b>
Illinois.....	130,050	172,000	302,050
Indiana.....	64,542	77,000	141,542
Iowa.....	193,912	142,000	335,912
Michigan.....	72,410	83,000	155,410
Minnesota.....	153,150	69,000	222,150
Missouri.....	120,131	125,000	245,131
Ohio.....	42,571	70,000	112,571
Wisconsin.....	114,842	52,000	166,842
<b>Total Midwest Area.....</b>	<b>891,608</b>	<b>790,000</b>	<b>1,681,608</b>
Connecticut.....	4,002	14,000	18,002
Delaware.....	2,870	4,000	6,870
Maine.....	20,490	19,000	39,490
Maryland.....	10,569	20,000	30,569
Massachusetts.....	12,340	28,000	40,340
New Hampshire.....	4,123	5,000	9,123
New Jersey.....	10,540	12,000	22,540
New York.....	82,136	38,000	120,136
Pennsylvania.....	56,905	29,000	85,905
Rhode Island.....	1,641	3,000	4,641
Vermont.....	17,093	10,000	27,093
West Virginia.....	34,206	0	34,206
<b>Total Northeast Area.....</b>	<b>256,915</b>	<b>182,000</b>	<b>438,915</b>
<b>Total States.....</b>	<b>\$3,300,000</b>	<b>\$2,399,000</b>	<b>\$5,699,000</b>

\*Funds are not actually allotted, but States must stay within their guideline.