

**For:** State Offices

**FY 2015 First Quarter Appraisers Funding Authorizations**

**Approved by:** Associate Administrator for Operations and Management

*Carla Thompson*

**1 Overview**

**A Background**

On December 16, 2014, the President signed Pub. L. 113-235, Consolidated and Further Continuing Appropriations Act, 2015.

**B Purpose**

This notice:

- issues 1<sup>st</sup> quarter appraisers funding authorizations for Fund 84 Federal allotments (Exhibit 1)
- provides guidance to State Offices on correctly using these funds.

**C Contacts**

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

<b>IF located in the following National or State Office...</b>	<b>THEN contact the following BUD analyst...</b>
Arizona, California, Colorado, Guam, Hawaii, Illinois, Iowa, Kansas, Nevada, New Mexico, Oklahoma, Texas, Utah, DAFLP	Lillie McComb, BUD by 1 of the following: <ul style="list-style-type: none"> <li>• e-mail to <b><a href="mailto:lillie.mccomb@wdc.usda.gov">lillie.mccomb@wdc.usda.gov</a></b></li> <li>• telephone at 202-720-2201</li> <li>• FAX at 202-690-1503.</li> </ul>
Alabama, Arkansas, Florida, Georgia, Indiana, Kentucky, Louisiana, Mississippi, North Carolina, Puerto Rico, South Carolina, Tennessee, Virginia, Virgin Islands	TC Chappelle, BUD by 1 of the following: <ul style="list-style-type: none"> <li>• e-mail to <b><a href="mailto:tarnya.chappelle@wdc.usda.gov">tarnya.chappelle@wdc.usda.gov</a></b></li> <li>• telephone at 202-720-5149</li> <li>• FAX at 202-690-1503.</li> </ul>

<b>Disposal Date</b>	<b>Distribution</b>
March 1, 2015	State Offices

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**1 Overview (Continued)**

**C Contacts (Continued)**

<b>IF located in the following National or State Office...</b>	<b>THEN contact the following BUD analyst...</b>
Connecticut, Delaware, Maine, Maryland, Massachusetts, Michigan, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, Vermont, West Virginia	LaTosha Fleming, BUD by 1 of the following: <ul style="list-style-type: none"><li>• e-mail to <b>latosha.fleming@wdc.usda.gov</b></li><li>• telephone at 202-720-8861</li><li>• FAX at 202-690-1503.</li></ul>
Alaska, Idaho, Minnesota, Missouri, Montana, Nebraska, North Dakota, Ohio, Oregon, South Dakota, Washington, Wisconsin, Wyoming	Ricky Williams, BUD by 1 of the following: <ul style="list-style-type: none"><li>• e-mail to <b>ricky.williams@wdc.usda.gov</b></li><li>• telephone at 202-772-9017</li><li>• FAX at 202-690-1503.</li></ul>

**2 FY 2015 1<sup>st</sup> Quarter Appraisers Funding Authorizations**

**A Appraisers Funding Authorizations**

FY 2015 State appraiser fees, training, training tuition, and books are authorized during the 1<sup>st</sup> quarter of FY 2015.

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

The appraiser funding authorizations will be added to the State's ACIF allotment after the FY 2015 allotments have been issued. The funds may be used for FLP purposes **only**.

**B Local Travel (WebTA), Purchase Cards (AXOL) and Integrated Acquisition System (IAS) Accounting Code**

If an accounting code needs to be created for IAS, the State Offices should contact the assigned budget analyst. Exhibit 1 provides the WebTA and AXOL accounting code assigned to each State Office. All State Offices **must** use their assigned accounting code in Exhibit 1 to use these funds for appraisers' activities.

**C 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 established for appraisers' activities requiring overnight travel. See Exhibit 1.

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### 2 FY 2015 1<sup>st</sup> Quarter Appraisers Funding Authorizations (Continued)

#### D Entering Accounting Code

If State Offices encounter any problems entering the accounting codes, then 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.

#### E 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 funding authorization amount is vouchered in WebTA or GovTrip, or otherwise used.

**First Quarter FY 2015 Funding and Accounting Information for Appraisers**

This table provides funding information and codes by State for WebTA, AXOL and GovTrip.

For GovTrip, the formatting includes a dash (-) 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 for GovTrip is “15-AL-APPRAISAL”.

State or Territory	FY 2015 Travel	FY 2015 Fees	FY 2015 Tuition & Books	FY 2015 Combined Total	WebTA/AXOL Accounting Code	GovTrip Accounting Code
Illinois	\$0	\$0	\$0	\$0	584IL000APPRSL	15-IL-APPRAISAL
Indiana	0	0	0	0	584IN000APPRSL	15-IN-APPRAISAL
Iowa	0	0	0	0	584IA000APPRSL	15-IA-APPRAISAL
Michigan	0	0	0	0	584MI000APPRSL	15-MI-APPRAISAL
Minnesota	0	0	0	0	584MN000APPRSL	15-MN-APPRAISAL
Missouri	0	0	0	0	584MO000APPRSL	15-MO-APPRAISAL
Ohio	0	0	0	0	584OH000APPRSL	15-OH-APPRAISAL
Wisconsin	0	0	0	0	584WI000APPRSL	15-WI-APPRAISAL
<b>Total MWA, Fund 84</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
Connecticut	0	0	0	0	584CT000APPRSL	15-CT-APPRAISAL
Delaware	0	0	0	0	584DE000APPRSL	15-DE-APPRAISAL
Maine	0	0	0	0	584ME000APPRSL	15-ME-APPRAISAL
Maryland	0	0	0	0	584MD000APPRSL	15-MD-APPRAISAL
Massachusetts	0	0	0	0	584MA000APPRSL	15-MA-APPRAISAL
New Hampshire	0	0	0	0	584NH000APPRSL	15-NH-APPRAISAL
New Jersey	0	0	0	0	584NJ000APPRSL	15-NJ-APPRAISAL
New York	0	0	0	0	584NY000APPRSL	15-NY-APPRAISAL
Pennsylvania	0	0	0	0	584PA000APPRSL	15-PA-APPRAISAL
Rhode Island	0	0	0	0	584RI000APPRSL	15-RI-APPRAISAL
Vermont	0	0	0	0	584VT000APPRSL	15-VT-APPRAISAL
West Virginia	0	0	0	0	584WV000APPRSL	15-WV-APPRAISAL
<b>Total NEA, Fund 84</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
Alaska	0	0	0	0	584AK000APPRSL	15-AK-APPRAISAL
Idaho	0	0	0	0	584ID000APPRSL	15-ID-APPRAISAL
Montana	0	0	0	0	584MT000APPRSL	15-MT-APPRAISAL
Nebraska	0	340	0	340	584NE000APPRSL	15-NE-APPRAISAL
North Dakota	0	450	0	450	584ND000APPRSL	15-ND-APPRAISAL
Oregon	152	580	100	832	584OR000APPRSL	15-OR-APPRAISAL
South Dakota	300	0	0	300	584SD000APPRSL	15-SD-APPRAISAL
Washington	0	0	0	0	584WA000APPRSL	15-WA-APPRAISAL
Wyoming	0	0	0	0	584WY000APPRSL	15-WY-APPRAISAL
<b>Total NWA, Fund 84</b>	<b>452</b>	<b>1,370</b>	<b>100</b>	<b>1,922</b>		

First Quarter FY 2015 Funding and Accounting Information for Appraisers (Continued)

State or Territory	FY 2015 Travel	FY 2015 Fees	FY 2015 Tuition & Books	FY 2015 Combined Total	WebTA/AXOL Accounting Code	GovTrip Accounting Code
Alabama	0	0	0	0	584AL000APPRSL	15-AL-APPRAISAL
Arkansas	0	540	0	540	584AR000APPRSL	15-AR-APPRAISAL
Florida	0	0	0	0	584FL000APPRSL	15-FL-APPRAISAL
Georgia	700	125	600	1,425	584GA000APPRSL	15-GA-APPRAISAL
Kentucky	635	0	315	950	584KY000APPRSL	15-KY-APPRAISAL
Louisiana	0	0	0	0	584LA000APPRSL	15-LA-APPRAISAL
Mississippi	0	405	0	405	584MS000APPRSL	15-MS-APPRAISAL
North Carolina	0	0	0	0	584NC000APPRSL	15-NC-APPRAISAL
South Carolina	0	0	0	0	584SC000APPRSL	15-SC-APPRAISAL
Tennessee	0	0	0	0	584TN000APPRSL	15-TN-APPRAISAL
Virginia	0	0	0	0	584VA000APPRSL	15-VA-APPRAISAL
Puerto Rico	0	570	0	570	584PR000APPRSL	15-PR-APPRAISAL
Virgin Islands	0	0	0	0		
<b>Total SEA, Fund 84</b>	<b>1,335</b>	<b>1,640</b>	<b>915</b>	<b>3,890</b>		
Arizona	259	0	740	999	584AZ000APPRSL	15-AZ-APPRAISAL
California	0	0	0	0	584CA000APPRSL	15-CA-APPRAISAL
Colorado	0	0	0	0	584CO000APPRSL	15-CO-APPRAISAL
Hawaii	0	0	0	0	584HI000APPRSL	15-HI-APPRAISAL
Guam	0	0	0	0		
Kansas	0	0	0	0	584KS000APPRSL	15-KS-APPRAISAL
Nevada	0	0	0	0	584NV000APPRSL	15-NV-APPRAISAL
New Mexico	0	0	0	0	584NM000APPRSL	15-NM-APPRAISAL
Oklahoma	0	150	340	490	584OK000APPRSL	15-OK-APPRAISAL
Texas	0	0	0	0	584TX000APPRSL	15-TX-APPRAISAL
Utah	0	0	0	0	584UT000APPRSL	15-UT-APPRAISAL
<b>Total SWA, Fund 84</b>	<b>259</b>	<b>150</b>	<b>1,080</b>	<b>1,489</b>		
<b>Total States, Fund 84</b>	<b>\$2,046</b>	<b>\$3,160</b>	<b>\$2,095</b>	<b>\$7,301</b>		