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

Notice CONSV-60

For: State and County Offices

CRES Software in County Release No. 392 and State Release No. 315

Approved by: Acting Deputy Administrator, Farm Programs

1 Overview

A Background

Notices SIP-23 and SIP-24 provided instructions to Maine, New Hampshire, New York, and Vermont State and applicable County Offices to implement the May 1998 supplemental appropriation of Ice Storm SIP Funds:

- through existing SIP regulations and 1-SIP, as modified by the notice
- to producers for repairing damage incurred on forest land as a result of the January 1998 ice storms.

Because the Ice Storm SIP Funds were provided as emergency funding separate from the annual SIP appropriation, they must be accounted for separately from regular SIP funds. Notice SIP-23 provided:

- a new SIP fund code, 20, SIP Ice Storm, with which to maintain the necessary separate accounting
- instructions for processing AD-245's and AD-862's, ledgers, and progress reports manually, until software has been modified to allow processing with the new SIP fund code.

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Disposal Date	Distribution
November 1, 1999	State Offices; State Offices relay to County Offices; NRCS, 25; FS, 25

1 Overview (Continued)

B
Implications

Software modifications to allow SIP processing with fund code 20 will impact **all** State and County Offices that have SIP activity.

C
Purpose

This notice:

- informs all:
  - State and County Offices of CRES software modifications in County Release No. 392, which will affect how the CRES system processes with fund codes (see paragraphs 2 through 6)
  - State Offices of CRES software modifications in State Release No. 315, which will affect how the CRES system processes with fund codes (see paragraphs 8 through 10)
- provides procedure for manual loading SIP fund code 20 data in the system for Maine, New Hampshire, New York, and Vermont for:
  - applicable County Offices after County Release No. 392 has been installed (see paragraph 7)
  - State Offices after both County Release No. 392 and State Release No. 315 have been installed (see paragraph 11).

2 Background Information About How CRES System Handles Fund Codes

A
CRES Program Codes and Ledgers

Any program code processed through the CRES system falls under 1 of the following categories regarding the use of ledgers:

- program codes that do not process ledgers
- single ledger program codes
- multiple ledger program codes.

Continued on the next page

2 Background Information About How CRES System Handles Fund Codes (Continued)

C
Use of Fund Codes

The number of fund codes used with each program code determines whether it is a single or multiple ledger program code.

Note: Fund codes govern the number of ledgers that can be processed for any given program code.

The system defaults fund code 00, Regular, as an eligible fund code for **all** program codes except ACP-EAN and ACP-ELT.

- Single ledger program codes use only fund code 00 and have only 1 ledger per program code.

- ACP program codes have been the only multiple ledger program codes, processing with fund code 00 plus several other possible fund codes.

The following table lists all CRES program codes by ledger category.

No Ledger Processing	Single Ledger			Multiple Ledger
CRP	ECPD	ECPO	ECPMWF	ACP-ANA
MYCS	ECPF	ECPHS	ECPMWF2	ACP-LTA
TAP	ECPH	ECPHSF	RCWP	ACP-EAN
	ECPT	ECPMP	1997TAP	ACP-ELT
				SIP

Notes: Even if a County Office uses only 1 fund code with an ACP program code, all ACP program codes are still considered multiple ledger program codes. The system provides the **capability** of processing multiple ledgers with any ACP program code.

SIP used to be a single ledger program code, because it only used fund code 00. Since fund code 20 has been added, SIP is now a multiple ledger program code.

The system was originally designed for only ACP program codes to process multiple ledgers, because ACP, and subsequently Interim EQIP, were the only programs that needed multiple ledgers.

Continued on the next page

2 Background Information About How CRES System Handles Fund Codes (Continued)

C
Use of Fund Codes (Continued)

ACP program codes are the only program codes for which the system has required the fund code to be selected when creating AD-245's and AD-862's, processing ledger functions, and printing certain primary purpose table reports.

Now that a need for multiple ledgers has arisen in SIP, the system has been modified to allow **any** program code to process multiple ledgers, if necessary.

3 Fund Code 20 and Technical Practice Additions

A
Fund Code 20

When County Release No. 392 is installed, SIP fund code 20, SIP Ice Storm, will be added to the CRES county eligibility table. However, fund code 20 will be displayed on processing screens only in the States of Maine, New Hampshire, New York, and Vermont, and counties therein.

B
New Technical Practices

When County Release No. 392 is installed, the following technical practices will be added to the CRES county eligibility table for use with the indicated SIP practices.

Important: Only Maine, New Hampshire, New York, and Vermont County Offices listed in Notice SIP-23 are authorized to use these technical practice codes. Use shall be limited to AD-245's and AD-862's processed for SIP fund code 20, according to Notice SIP-23. These technical practices will not be added to DM9500-1, because of their limited use.

SIP Practice	Technical Practice Code	Description	Units
SIP1	51	Revision of landowner forest stewardship plan	Ac
SIP3	44	Clearing of forest access roads	Ac
	45	Designation of storm-damaged trees for removal	Ac
	46	Fire hazard reduction	Ac
SIP5	47	Construction of forest access corridors	Ac
	48	Clearing of debris from ditches and culverts	Ac
SIP6	49	Clearing of debris from streams	Ac
SIP9	50	Clearing of forest recreation trails	Ac

3 County Eligibility Table Processing

A New Screen for Fund Code Processing

The title of County Eligibility Table Update Menu EEA205, option 3, has been changed from “ACP Fund Codes” to “Fund Codes”.

When Menu EEA205, option 3 is selected, the system will display the following new screen.

```
Conservation                 054-Barbour                    Selection    EEA21018
Program Selection Screen                Version:  A001  10-15-1998   15:18  Term E3
-------------------------------------------------------------------------------------------------

Enter number of Program Code:

  1.  ACP
  2.  SIP

Enter = Continue Cmd7 = End
```

All multiple ledger programs that have been flagged as eligible through Menu EEA205, option 1 will be displayed.

Note: ACP and SIP are the only programs that will be displayed.

Continued on the next page

3 County Eligibility Table Processing (Continued)

B
Screen EEA21020

After the program has been selected on Screen EEA21018, all fund codes for the selected program, other than fund code 00, will be displayed on Screen EEA21020.

Reminder: Fund code 00 is not displayed on Screen EEA21020, because it was automatically made eligible when the program was flagged as eligible through Menu EEA205, option 1.

This is an example of Screen EEA21020 for SIP for a county in Maine. The eligibility status of any fund code or codes listed may be updated on this screen.

```
Conservation                 023-Franklin                    Selection    EEA21020
Update Fund Code Eligibility Screen       Version:  A001  10-15-1998   15:18  Term E3
-------------------------------------------------------------------------------------------------

                                                                          Fund Code
Fund                                                                      Eligibility
Code    Description                                          Program      Status

 20     SIP Ice Storm                                          SIP          N




NO MORE FUND CODES

Enter=Continue Cmd4=Previous Screen  Cmd7=End
```

If SIP is selected on Screen EEA21018:

- fund code 20 will be displayed on Screen EEA21020 only for counties in Maine, New Hampshire, New York, and Vermont, because fund code 20 is available only in those States

- no fund codes will be displayed on Screen EEA21020 for counties in all other States. The message, “No fund codes eligible for this program” will be displayed, because fund code 00 is already eligible, and fund code 20 is not available.

Continued on the next page

3 County Eligibility Table Processing (Continued)

C County Eligibility List

The fund code section of County Eligibility List EEA215-R001 has been modified to print all eligible multiple ledger programs and their eligible fund codes.

D Report EEA215-R001 - Example 1

This is an example of Report EEA215-R001 through the fund code section for a county in Mississippi that has activity in SIP fund code 00 only.

```
MISSISSIPPI                          U. S. Department of Agriculture                Prepared: 10-02-1998
ADAMS                                     Farm Service Agency
Report No.: EEA215-R001                                                              Page :      1
                                        COUNTY ELIGIBILITY LIST
-----------------------------------------------------------------------------------------------------------
Prog                    Program
Code                    Description

ACP                     Agricultural Conservation Program
SIP                     Stewardship Incentive Program
-----------------------------------------------------------------------------------------------------------
VCSL        Elig        VC/SL
Code        Status      Description

VCSL          Y         Variable Cost Share Level
-----------------------------------------------------------------------------------------------------------
            Fund        Fund
Program     Code        Description

ACP         00          Regular
ACP         70          ACP/Interim EQIP - Livestock

SIP         00          Regular
```

Continued on the next page

3 County Eligibility Table Processing (Continued)

E

Report EEA215-R001 - Example 2

This is an example of Report EEA215-R001 through the fund code section for a county in New York that has activity in both SIP fund codes.

NEW YORK — U. S. Department of Agriculture — Prepared: 10-02-1998
CLINTON — Farm Service Agency
Report No.: EEA215-R001 — Page : 1

COUNTY ELIGIBILITY LIST

Prog Code	Program Description
ACP	Agricultural Conservation Program
CRP	Conservation Reserve Program
ECP	Emergency Conservation Program
SIP	Stewardship Incentive Program

VCSL Code	Elig Status	VC/SL Description
VCSL	N	Variable Cost Share Level

Program	Fund Code	Fund Description
ACP	00	Regular
ACP	14	FY 1996 Water Quality Incentive Project
SIP	00	Regular
SIP	20	SIP Ice Storm

4 County AD-245 and AD-862 Processing

A
Screen EEA11010 - Non Fund Code 20 Counties

When **AD-245's and AD-862's** are created through Menu EEA100, option 1, for SIP by County Offices that are not eligible for fund code 20, Screen EEA11010 will be displayed as follows.

```
Conservation                 054-Barbour                    Selection    EEA11010
AD-245 Initial Data Screen                Version:  A001  10-15-1998   15:18  Term E3
-------------------------------------------------------------------------------------------

 Control Number:    1999 0001                    Creation Date: 10-15-1999
  Applicant ID:     111 33 5598 S                SAMMUEL Z. COLLINS
                                                 RT. 1, BOX 1983
                                                 SHADY GROVE, WV 99901


 Farm Number:          79
 Tract Number:       1575
 Program Code:         SIP                        Practice Code:       SIP5
 Fund Code:        00
    Valid    00
    Choices:


 Describe Problem:_____________________________________________________
                  _____________________________________________________
Practice Location: M-14_____________________________________________________

Enter=Continue Cmd4=Previous Screen  Cmd7=End Help=Help Text
```

In the past, the highlighted fields were displayed only when the program code selected was an ACP program code. After County Release No. 392 has been installed, the highlighted fields will also be displayed when creating AD-245's and AD-862's for SIP.

The system will default “00” in the “Fund Code” field and no fund code selection will be necessary. “00” will also be the only fund code displayed as a valid choice.

B
Screen EEA11010 - Fund Code 20 Counties

Screen EEA11010 will be displayed for Maine, New Hampshire, New York, and Vermont County Offices that are processing AD-245's and AD-862's under SIP fund code 20 as in subparagraph A, with the following differences:

- the “Fund Code” field will be blank
- fund codes 00 and 20 will be displayed as valid choices
- either 00 or 20 must be entered in the “Fund Code” field.

Continued on the next page

4 County AD-245 and AD-862 Processing (Continued)

C
Screen EEA30510

When **Table 1 and Table 4A through 4B reports** for SIP by County Offices that are not eligible for fund code 20, Screen EEA30510 will be displayed as follows.

Note: This example of Screen EEA30510 is for Table 1. The question regarding net counts will not be displayed on Screen EEA30510 for Tables 4A through 4B.

```
Conservation                 054-Barbour                    Selection    EEA30510
AD-862 County Screen                Version:  A001  10-15-1998   15:18   Term E3
-------------------------------------------------------------------------------------------

                Table 1 - Percent Distribution of Cost-Shares - All Programs

           Do you wish to have net counts of farms and participants? (Y/N) ___

                 Transmission   Date:  From                 Thru
                 Performance    Date:  From                 Thru
                 COC Approval Date:  From  xxxxxxxx       Thru   xxxxxxxx

                                  Program Code:   SIP

                               Enter Fund Code:  ___

                               Eligible Fund Codes:
                               00

Enter=Continue Cmd4=Previous Screen  Cmd7=End
```

In the past, the highlighted fields were displayed only when the program code selected was an ACP program code. After County Release No. 392 has been installed, the highlighted fields will also be displayed when processing table reports for SIP.

D
Screen EEA30510 - Fund Code 20 Counties

Screen EEA30510 will be displayed for Maine, New Hampshire, New York, and Vermont County Offices that are processing Table reports under SIP fund code 20 as follows:

- the “Fund Code” field will be blank
- fund codes “00” and “20” will be displayed as valid choices
- either “00” or “20” must be entered in the “Fund Code” field.

Note: If the report is to be generated for both fund codes, the applicable report option will need to be accessed a second time to generate the report for the second fund code.

5 County Ledger Processing

A Screen EEA40500 - All Counties

When **allocations are recorded** through Menu EEA400, option 1, Screen EEA40500 will be displayed for all counties as follows.

```
Conservation                 054-Barbour                    Selection    EEA40500
County Allocation Control Ledger Screen  Version:  A001  10-15-1998   15:18  Term E3
-------------------------------------------------------------------------------------------------------

                                    Record Allocations

Enter number of Ledger Code: ____                                      Fiscal Year: 1999

  1.  ACP-ANA    9.   ECPHSF        17.   SIP
  2.  ACP-EAN   10.   ECPMP
  3.  ACP-ELT   11.   ECPMWF
  4.  ACP-LTA   12.   ECPMWF2
  5.  ECPD      13.   ECPO
  6.  ECPF      14.   ECPT
 7.   ECPH      15.   1997TAP
 8.   ECPHS     16.   RCWP




Enter=Continue Cmd7=End
```

In the past, only the main program codes, such as ACP, ECP, 1997TAP, RCWP, and SIP were displayed on Screen EEA40500. Subprograms, such as ACP-ANA, ACP-LTA, ECPD, and ECPF were not displayed.

When recording allocation changes, County Offices will now be required to select the individual program code for which the allocation change is to be made.

Continued on the next page

5 County Ledger Processing (Continued)

B
Screen EEA41000 - ACP-ELT Example

When **allocations are recorded**, if ACP-ELT is selected on Screen EEA40500, Screen EEA41000 will be displayed as follows.

```
Conservation                 054-Barbour                    Selection    EEA41000
County Allocation/Authorization Screen    Version:  A001  10-15-1998   15:18  Term E3
-------------------------------------------------------------------------------------------------

Fiscal Year: 1999 Ledger Code: ACP-ELT      Total Allocation $
                                                                              111,450

                                                   Change (+/-)          Allocation
ACP-ELT 60-ACP/Interim EQIP - Cropping             ___________            75,000
ACP-ELT 70-ACP/Interim EQIP - Livestock            ___________            36,450

Enter=Continue Cmd7=End
```

C
Screen EEA41000 - ECPF Example

When **allocations are recorded**, if ECPF is selected on Screen EEA40500, Screen EEA41000 will be displayed as follows.

```
Conservation                 054-Barbour                    Selection      EEA41000
County Allocation/Authorization Screen     Version:  A001     10-15-1998   15:18  Term E3
-------------------------------------------------------------------------------------------------

Fiscal Year: 1999 Ledger Code: ECPF              Total Allocation $              75,000

                                                   Change (+/-)          Allocation
ECPF     ECP - Flood                               ___________              75,000

Enter=Continue Cmd7=End
```

Continued on the next page

5 County Ledger Processing (Continued)

D
Screen EEA41000 - SIP -Non Fund Code 20 Counties

When **allocations are recorded**, if SIP is selected on Screen EEA40500, Screen EEA41000 will be displayed as follows for County Offices that are not eligible for fund code 20.

```
Conservation                 054-Barbour                    Selection    EEA41000
County Allocation/Authorization Screen    Version:  A001  10-15-1998   15:18  Term E3
-------------------------------------------------------------------------------------------

Fiscal Year: 1999 Ledger Code: SIP          Total Allocation $                  8,900

                                                   Change (+/-)          Allocation
SIP     00-Regular                                 ___________                8,900

Enter=Continue Cmd7=End
```

E
Screen EEA41000 - SIP - Fund Code 20 Counties

When **allocations are recorded**, if SIP is selected on Screen EEA40500, Screen EEA41000 will be displayed for Maine, New Hampshire, New York, and Vermont County Offices that are processing SIP fund code 20 as follows.

```
Conservation                 023-Franklin                   Selection    EEA41000
County Allocation/Authorization Screen    Version:  A001  10-15-1998   15:18  Term E3
-------------------------------------------------------------------------------------------

Fiscal Year: 1999 Ledger Code: SIP          Total Allocation $                 12,000

                                                   Change (+/-)          Allocation
SIP     00-Regular                                 ___________               12,000
SIP     20-SIP Ice Storm                           ___________                    0

Enter=Continue Cmd7=End
```

Continued on the next page

5 County Ledger Processing (Continued)

F
Screen EEA40505 - Non Fund Code 20 Counties

When **Menu EEA400, options 3 through 7** are processed for SIP by County Offices that are not eligible for fund code 20, Screen EEA40505 will be displayed as follows.

Note: In the following example, Menu EEA400, option 3 was selected.

```
Conservation                 054-Barbour                    Selection    EEA40505
County Allocation Control Ledger Screen  Version:  A001  10-15-1998   15:18  Term E3
-------------------------------------------------------------------------------------------------------

                                    Ledger Reports

Selected Ledger Code:    SIP                                          Fiscal Year: 1999

Enter Fund Code:     ____

 Eligible Fund Codes:      00 Regular






NO MORE FUND CODES
Enter=Continue Cmd4=Previous Screen  Cmd7=End
```

In the past, Screen EEA40505 was displayed when the program code selected was an ACP program code. After County Release No. 392 has been installed, Screen EEA40505 will also be displayed when processing ledger options 3 through 7 for SIP.

G
Screen EEA40505 - Fund Code 20 Counties

Screen EEA40505 will be displayed as in subparagraph F for Maine, New Hampshire, New York, and Vermont County Offices that are processing Menu EEA400, options 3 through 7 for SIP. The only difference is that fund code 20 will be displayed under fund code 00.

6 County Progress Report Processing

A
SIP Data Summarization

SIP data for fund codes 00 and 20 will be summarized separately and a grand total combining both SIP fund codes, as applicable, will be provided on the following reports:

- ACP-305 Monthly Progress/Transmission Report EEA530-R001
- Monthly Cost-Share Requests Status Report EEA580-R001.

7 Implementing SIP Fund Code 20 in County Offices

A
Applicability

This paragraph is only applicable to Maine, New Hampshire, New York, and Vermont County Offices listed in Notice SIP-23, subparagraph 2 A.

B
County Eligibility Table

Ensure that the following are completed on the CRES county eligibility table.

- SIP is eligible on the county eligibility table according to 1-CONSV, paragraph 17.
- Needed SIP practices are eligible on the county eligibility table according to 1-CONSV, paragraph 18.
- Component codes have been developed and recorded, if needed, according to 1-CONSV, paragraph 20.
- SIP fund code 20 is flagged as eligible on the county eligibility table according to the following table.

Step	Action	Result
1	On Menu EEA000, ENTER “1” and PRESS “Enter”.	Menu EEA100 will be displayed.
2	ENTER “12” and PRESS “Enter”.	Menu EEA205 will be displayed.
3	ENTER “3” and PRESS “Enter”.	Screen EEA21018 will be displayed.
4	Enter the number corresponding to “SIP” and PRESS “Enter”.	Screen EEA21020 will be displayed listing fund code “20” with an eligibility status of “N”..

Continued on the next page

7 Implementing SIP Fund Code 20 in County Offices (Continued)

B
County
Eligibility Table
(Continued)

Step	Action	Result
5	ENTER "Y" in the "Fund Code Eligibility Status" column and PRESS "Enter".	Screen EEA21025 will be displayed with the message, "Fund Code eligibility statuses have been updated".
6	PRESS "Cmd7".	Menu EEA205 will be displayed.
7	PRESS "Cmd3" twice.	Menu EEA000 will be displayed.

C
Recording Allocations

Record **all** SIP fund code 20 allocation(s) previously received and recorded on the manual ledger and any future allocation(s) that will be received, according to the following table.

Step	Action		Result
1	On Menu EEA000, ENTER "4" and PRESS "Enter".		Menu EEA400 will be displayed.
2	ENTER "1" and PRESS "Enter".		Screen EEA40500 will be displayed.
3	Enter the number that corresponds to "SIP" and PRESS "Enter".		Screen EEA41000 will be displayed.
4	Enter the allocation increase amount in the "Change (+/-)" field for fund code 20 and PRESS "Enter".		Screen EEA41005 will be displayed reflecting the new allocation and the message, "Change(s) updated on the ledger file".
5	**IF another allocation change for SIP fund code 20...**	**THEN PRESS...**	
	needs to be recorded	"Cmd2"	Screen EEA40500 will be displayed. Repeat steps 3 and 4.
	does not need to be recorded	"Cmd7"	Menu EEA400 will be displayed. Go to step 6.
6	PRESS "Cmd3".		Menu EEA000 will be displayed.

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7 Implementing SIP Fund Code 20 in County Offices (Continued)

C
Recording Allocations (Continued)

After the allocation(s) have been recorded, print Sequential Ledger Entry Report EEA425-R007 for SIP fund code 20 to ensure that the allocation(s) have been correctly recorded.

D
Processing AD-245's and AD-862's

Enter AD-245 and AD-862 data in the system according to 1-CONSV, Part 5 and subparagraphs 4 A and 4 C of this notice.

- Enter all manual AD-245's and AD-862's processed thus far.

  Note: If any manual AD-245's have been canceled, enter them in the system also, then cancel them in the system.

- After all manual AD-245's and AD-862's have been recorded in the system, discontinue manual processing. Retain all manual AD-245's and AD-862's in producers' files according to 25-AS.

E
Closing Manual Ledger Processing

Complete the following to close manual ledger processing after all allocations, AD-245's, and AD-862's have been entered in the system according to subparagraphs C and D.

- Calculate a closing ledger balance. Follow Notice SIP-23, subparagraph 6 D, page 12, for calculating a month-end balance. The only differences will be:

  - the date the closing balance is calculated may be a date other than the first workday of a month

  - enter "Closing Balance" in column 2, instead of "Month-End Balance".

- Print Report EEA425-R007, and verify that the current balance amounts in columns 3, 4, 5, 6, and 7 equal the closing balance amounts in the same columns on the manual ledger. If they are not equal, correct the problem or problems, and check the reports again.

- Discontinue manual ledger processing.

- Retain the manual ledger. When the FY 1999 SIP fund code 20 ledger is printed during FY 1999 rollover, file the manual ledger with the complete FY 1999 ledger, and retain both according to 25-AS.

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7 Implementing SIP Fund Code 20 in County Offices (Continued)

F
Discontinuing Manual ACP-301's and ACP-305's

Discontinue processing manual ACP-301's and ACP-305's according to Notice SIP-23 after all actions in subparagraphs C through E have been completed.

8 State Primary Purpose Reports

A
Screen EEF20510 - Non Fund Code 20 States

When **Table 1, 1A through 1F, and 4A, and 4B** are processed for SIP, Screen EEF20510 will be displayed as follows for States other than Maine, New Hampshire, New York, and Vermont.

```
Conservation                 054-Barbour                    Selection    EEF20510
AD-862 State Screen                 Version:  A001  10-15-1998   15:18   Term E3
-------------------------------------------------------------------------------------------------

                Table 1 - Percent Distribution of Cost-Shares - All Programs

          Do you wish to have net counts of farms and participants? (Y/N) _N__
                  County Name:                 STATESUM
                  Transmission   Date:  From                 Thru
                  Performance    Date:  From                 Thru
                  COC Approval Date:  From  xxxxxxxx       Thru   xxxxxxxx

                                 Program Code:   SIP

                               Enter Fund Code:  ___

                              Eligible Fund Codes:
                              00


Enter=Continue Cmd4=Previous Screen  Cmd7=End
```

In the past, the highlighted fields were displayed only when the program code selected was an ACP program code. Now they will also be displayed when processing this screen for SIP.

Note: The question regarding net counts will not be displayed on Screen EEF20510 for Tables 4A and 4B.

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8 State Primary Purpose Reports (Continued)

B
Screen EEF20510 - Fund Code 20 States

Screen EEF20510 will be displayed for Maine, New Hampshire, New York, and Vermont State Offices as in subparagraph A, with the following differences:

- both fund codes 00 and 20 will be displayed as valid choices
- either 00 or 20 must be entered in the "Fund Code" field.

Note: If the report is to be generated for both fund codes, the applicable report option will need to be accessed a second time to generate the report for the second fund code.

9 State Ledger Processing

A
Screen EE40505 - Non Fund Code 20 States

When **Menu EEF400, options 1, 3, and 4** are processed for SIP, Screen EEF40505 will be displayed for States other than Maine, New Hampshire, New York, and Vermont.

```
Conservation                 054-Barbour                    Selection    EEF40505
Select Fund Code Screen                  Version:  A001  10-15-1998   15:18  Term E3
-------------------------------------------------------------------------------------------------

                                    Record Allocations

Selected Ledger Code:    SIP                                          Fiscal Year: 1999

Enter Fund Code:      ____

 Eligible Fund Codes:      00 Regular






NO MORE FUND CODES
Enter=Continue Cmd4=Previous Screen  Cmd7=End
```

In the past, Screen EEF40505 was displayed only if the program code selected was an ACP program code. Now it will also be displayed when processing for SIP.

Note: In the example, Menu EEA400, option 1 was selected.

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9 State Ledger Processing (Continued)

B
Screen EEF40505 - Fund Code 20 States

Screen EEF40505 will be displayed for Maine, New Hampshire, New York, and Vermont State Offices as in subparagraph A, with the following differences:

- both fund codes 00 and 20 will be displayed as valid choices
- either 00 or 20 must be entered in the "Fund Code" field.

10 State Progress Report Processing

A
SIP Data Summarization

SIP data for fund codes "00" and "20"will be summarized separately and a grand total combining both SIP fund codes, as applicable, will be provided on the following reports:

- ACP-305 Monthly Progress Report EEF530-R002
- Monthly Cost-Share Requests Status Report EEF580-R001
- Summary of Conservation Programs Progress Reports EEF590-R001.

SIP data for fund codes 00 and 20 will be summarized separately on ACP-305 Monthly Progress/Transmission Report EEF520-R001.

11 Implementing SIP Fund Code 20 in State Offices

A
Applicability

This paragraph is only applicable for Maine, New Hampshire, New York, and Vermont State Offices.

B
State Office Action

State Offices in subparagraph A shall:

- ensure that applicable County Offices follow paragraph 7
- complete instructions in this paragraph **after** installing both of the following releases on the State system:
  - County Release No. 392
  - State Release No. 315.

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11 Implementing SIP Fund Code 20 in State Offices (Continued)

C
State Ledgers

State Offices shall:

- establish a SIP C/S reserve account, if necessary, according to 1-CONSV, Part 9, Section 5

  Note: If a SIP C/S reserve account already exists, it is not necessary to create another account specifically for fund code 20. Any SIP C/S reserve account will maintain data for fund codes 00 and 20 separately.

- record SIP fund code 20 allocations according to 1-CONSV, Part 9, Section 1, that were previously recorded on the manual ledger

- print Program Summary Ledger Report EEF435-R001, for SIP fund code 20, according to 1-CONSV, paragraphs 597 and 598, and 9B

- verify on Report EEF435-R001 that the SIP fund code 20 allocation and its distribution among counties and C/S reserve account, as applicable, is equal to the SIP 20 allocation and distribution on the manual ledger

- discontinue manual ledger processing

- retain the manual ledger with the FY 1999 SIP fund code ledger that will be printed during FY 1999 rollover

- file the manual ledger with the FY 1999 and retain both according to 25-AS.

D
Discontinuing ACP-305's

Discontinue manual ACP-305 processing for SIP fund code 20 upon receipt of this notice.