

For: State Offices and Service Centers

CCC Conservation System Modifications

Approved by: Acting Deputy Administrator, Farm Programs



1 Overview

A

Purpose

This notice informs State Offices and Services Centers:

- of the following software modifications in County Release No. 420 and State Release No. 342:
 - EQIP fund codes will be expanded from 8 to 10 digits
 - miscellaneous software corrections and enhancements
- that FY 2000 EQIP fund codes are included in County Release No. 421.

2 EQIP Fund Code Expansion

A

Background

In past FY's, EQIP fund codes were released **after** the priority areas that would receive funding were selected. In most cases, by the time fund codes were released, signups may have already been completed. Because of this delay, Service Centers had to process applications, referral reports, and letters manually rather than in the automated system.

Beginning in FY 2000, EQIP fund codes will be established and released earlier in the FY to allow more Service Centers to process automated signups.

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<p>Disposal Date</p> <p>July 1, 2000</p>	<p>Distribution</p> <p>State Offices; State Offices relay to Service Centers; NRCS, 25</p>
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2 EQIP Fund Code Expansion (Continued)

A

Background (Continued)

To enable the earlier release to occur, fund codes will be established each FY for **all** priority area applications, rather than only the ones that are selected to receive funding.

Note: A Statewide resource concern fund code for each State will be released in addition to priority area fund codes.

Providing fund codes earlier will result in:

- more fund codes being stored in the system
- some fund codes not being used, because the priority area was not funded.

It is expected that the advantages of having fund codes available earlier, which will allow for more automated processing, will outweigh the disadvantage of having extra fund codes in the system that are not used.

B

New Fund Code Size

EQIP fund codes **currently** consist of:

- 2-digit State code
- 2-digit sequential number that identifies the priority area or Statewide resource concern
- slash (/)
- 4-digit year.

Examples: 1950/1999 Humboldt Surface Intake closure (Illinois)
0699/1999 Natural Resource Concerns (California)

This method of numbering allows for only 98 priority areas in each State. Because more fund codes will be established each FY than in previous FY's, some States will run out of available priority area numbers as early as FY 2000.

To ensure that all States have enough available fund code numbers, the current fund code size will be expanded from 8 digits to 10 digits, not including the slash (/).

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Notice CONSV-67

2 EQIP Fund Code Expansion (Continued)

B

New Fund Code Size (Continued)

All fund codes currently residing in State and Service Center systems will be expanded as follows:

- “00” will be inserted after the State code in all priority area fund codes
- Statewide resource concern fund codes will be converted from “99” to “9999”.

After the expansion is complete, fund codes will consist of:

- 2-digit State code
- 4-digit sequential number that identifies the priority area or Statewide resource concern
- slash (/)
- 4-digit year.

Examples: 190050/1999 Humboldt Surface Intake Closure (Illinois)
069999/1999 Natural Resource Concerns (California)

C

Fund Code Expansion in Service Centers

County Release No. 420 contains:

- a lastjob file edit that will convert all existing fund codes to the expanded format described in subparagraph B
- software modifications that will:
 - display expanded fund codes on processing screens
 - print expanded fund codes on reports, forms, etc.

Note: The impact of County Release No. 420 on processing is minimal. Screens, reports, and forms will appear the same as they did before the release, except that the fund code is longer.

Service Centers do not need to take any special action as a result of the fund code expansion process. It is not necessary to reprint contracts, reports, or letters. Continue processing as usual after the release is installed.

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Notice CONSV-67

2 EQIP Fund Code Expansion (Continued)

D

Fund Code Expansion in State Offices

State Release No 342 contains a lastjob file edit that will convert all existing fund codes to the expanded format described in subparagraph B and software modifications that will:

- display expanded fund codes on processing screens
- print expanded fund codes on reports and allocation memos
- print the program code, fund code, and fund code name on the left of the following report headers:
 - Conservation 305 Monthly Progress Report EEG330-R001
 - Conservation 305 Monthly Progress/Transmission Report EEG320-R001
 - Conservation 305 State Committee Report EEG320-R001.

Note: The information is currently printed in the center of the report headers.

The impact of State Release No. 342 on processing is minimal. Other than the changes to the 3 report headers, all other reports, screens, and allocation memos will appear the same as they did before the release, except that the fund code is longer.

State Offices do not need to take any special action as a result of the fund code expansion process. It is not necessary to reprint reports or allocation memos. Continue processing as usual after the release is installed.

3 Other Modifications in County Release No. 420

A

Contents

This paragraph describes other CCC Conservation System software modifications contained in **County Release No. 420**, in addition to the EQIP fund code expansion.

No special action is needed for any of the modifications described in this paragraph.

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Notice CONSV-67

3 Other Modifications in County Release No. 420 (Continued)

B

**CCC-1200
Technical
Practice
Validation
Change**

Conservation CCC-1200 Contract Menu EEB200, Option 3, Approval Process, allows data for technical practice on approved contracts to be modified using “Cmd20”.

When modifying data for a technical practice that is associated to a CCC-1245 that has had partial, but no final, performance recorded, the C/S-incentive amount approved for the practice can be changed.

If the amount needs to be decreased, the system currently allows it to be decreased to the C/S-incentive amount earned.

Example: A technical practice has a C/S-incentive amount approved of \$2,750. Partial performance has been recorded for \$750. The system allows the C/S-incentive amount approved to be decreased to \$750.

However, if CCC-1245 is accessed through the looping process at the end of option 3, the system does not allow the new C/S-incentive amount approved to be updated to CCC-1245. The C/S-incentive amount earned must be less than the C/S-incentive amount approved if partial performance has been recorded.

After County Release No. 420 is installed, the system will continue to allow the C/S-incentive amount approved for a technical practice to be decreased. It can be decreased by any amount as long as the C/S-incentive amount approved is at least \$1 greater than the C/S-incentive amount earned if only partial performance has been recorded.

Example: The C/S-incentive amount approved for the technical practice in the example above can be decreased by any amount up to \$751. This is \$1 greater than the C/S-incentive amount earned.

C

**CCC-1200
Numbering
Correction**

County Release No. 420 includes a correction to the contract numbering problem described in 2-CONSV, subparagraph 415 H.

Notice CONSV-67

3 Other Modifications in County Release No. 420 (Continued)

D

CCC-1245 Printing Correction

The system should print the farmland and cropland acres in CCC-1245, Section 5, for the farm number printed in Section 3. Instead, the system erroneously prints in Section 5 the farmland and cropland acres for the:

- tract printed in Section 3 if only 1 tract is associated to CCC-1245
- first tract printed in Section 3 if multiple tracts are associated to CCC-1245.

After County Release No. 420 is installed, the correct farmland and cropland acres will print in Section 5.

E

CCC-1245 Status Report Correction

The system should not print a date on CCC-1245 Status Report EEB810-R001, in the "Transmit Date" column until a control number has been transmitted to KCMO. The system erroneously prints zeros in the "Transmit Date" column for control numbers that have **not** been transmitted to KCMO.

After County Release No. 420 is installed, zeros will not print in the "Transmit Date" column for control numbers that have not been transmitted to KCMO.

F

Sequential Ledger Entry Report Correction

The system does not print a complete description of a final performance entry on Sequential Ledger Entry Report EEB425-R007, column 2, in the following situation:

- 1 or more partial performances were recorded
- final performance was recorded with no change in the C/S earned amount from the last partial performance that was recorded.

Notes: The date is omitted from column 1 in this situation also.

When final performance is recorded under all other conditions, the final performance date in column 1 and the description in column 2 print correctly.

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3 Other Modifications in County Release No. 420 (Continued)

F
Sequential
Ledger Entry
Report
Correction
(Continued)

Example: Frank Lorince's EQIP contract 1998 0153 for farm 936 has an associated CCC-1245 control number 1999 0025 approved for \$1200. Partial performance is recorded for \$400. Mr. Lorince completes the practice, but no additional C/S is earned. Final performance is recorded, leaving the C/S earned amount unchanged at \$400, resulting in \$800 slippage.

The description that **should be** printed in column 2 is:

```
FINAL PAYMENT      1999 0025
                   936   19980153   Frank Lorince
***$                800   Slippage***
```

The incomplete description that **is** printed is:

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***$                800   Slippage***.
```

After County Release No. 420 is installed, complete final performance entries will print when this type of situation is encountered.

G
Progress Report
Option Removed

Conservation 305 Monthly Progress Report Menu EEB500 includes option 2, Monthly Cost-Share Status Report. However, this option has never been accessible, because the report has not been implemented.

County Release No. 420 removes Menu EEB500, option 2, because the report will not be implemented.

H
Conservation 305
STC Report
Correction

When the Conservation 305 State Committee Report EEB530-R001, is printed during queuing or from Menu EEB500, option 1, the incorrect "As of" date prints. The date that prints is the last day of the prior month, even though the data reflected on the report is as of the date the report was queued for transmission.

Also, if the report is printed from Menu EEB500, option 1, a negative report prints, even if the report was queued for transmission and there is data to be printed.

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Notice CONSV-67

3 Other Modifications in County Release No. 420 (Continued)

H

Conservation 305 STC Report Correction (Continued)

After County Release No. 420 is installed:

- the correct “As of” date will print on the report
 - data will print on the report, when applicable, when the report is generated from Menu EEB500, option 1.
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4 Other Modifications in State Release No. 342

A

Contents

This paragraph describes other CCC Conservation System software modifications contained in State Release No. 342, in addition to the EQIP fund code expansion.

No special action is needed for any of the modifications described in this paragraph.

B

State Ledger Default Correction

When the State ledger default value is changed through Conservation State CCC Ledger Menu EEG200, option 6, Establish Default Values, the system does not always apply the change to ledger reports or allocation processing screens.

Example: The State ledger default is currently set to process counties alphabetically within each district. The default is changed to alphabetical order within the State. The system continues to display counties in alphabetical order by district even though the default value was changed to display counties alphabetically within the State.

After State Release No. 342 is installed, the system will correctly process changes in the State ledger default value.

C

Progress Report Option Removed

Conservation State Monthly Progress Report Menu EEG300, includes option 4, Monthly Cost-Share Status Report. However, this option has never been accessible, because the report has not been implemented.

State Release No. 342 removes the Monthly Cost-Share Status Report from Menu EEG300, option 4, because the report will not be implemented.

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Notice CONSV-67

5 FY 2000 EQIP Fund Codes Release

A

**County Release
No. 421**

FY 2000 EQIP fund codes are included in County Release No. 421.

B

**Service Center
Action**

Service Centers shall complete the following after County Release No. 421 has been installed.

- Make applicable fund codes eligible on the county eligibility table according to 2-CONSV, paragraph 14.
 - Enter all manually processed CCC-1200's, if any, in the system according to 2-CONSV, Part 3.
 - If automated CCC-1200's have been processed using existing FY 1997, 1998, or 1999 fund codes, update automated CCC-1200's in the system to reflect the correct FY 2000 fund code according to 2-CONSV, Part 3, Section 2.
 - Record allocations for FY 2000 fund codes in the system according to 2-CONSV, paragraph 302, when received from the State Office.
-

C

**State Office
Action**

State Offices shall complete the following.

- Record allocations to the automated State CCC ledger according to 2-CONSV, Part 14, Section 1, as soon as possible after CCC-357 has been received authorizing FY 2000 EQIP priority area and natural resource concern allocations.
 - Ensure that County Release No. 421 has been installed on the State system before attempting to record FY 2000 allocations.
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Notice CONSV-67

5 FY 2000 EQIP Fund Codes Release (Continued)

C

State Office Action (Continued)

- Ensure that the **total** FY 2000 allocation increase on CCC-357, item 13, is accounted for on the automated State CCC ledger, even if funds are not to be allocated to County Offices until later. The following are 2 possible alternatives for accomplishing this:
 - temporarily record the total State allocation to 1 fund code and place it in a C/S reserve account
 - if it is known how the total State allocation will be distributed among the FY 2000 fund codes, record the allocation for each fund code and place it in a C/S reserve account.

Reminder: More than 1 C/S reserve account may be used for EQIP, if desired. However, do not attempt to create a C/S reserve account for every fund code, because it is unnecessary and the system allows a maximum of 25 C/S reserve accounts.

Any individual EQIP C/S reserve account will serve multiple EQIP fund codes and will store the reserve amount for each fund code separately.

It is possible to use only 1 C/S reserve account for all the years EQIP will be funded.

- Once allocations have been sent to County Offices, monitor the following reports to ensure allocations and contract approvals are posted to the correct FY 2000 fund code:
 - Conservation 305 Monthly Progress Report EEG330-R002 and/or Conservation 305 Monthly Progress/Transmission Report EEG330-R001
 - Differences Between Conservation 305 and State CCC Ledgers Report EEG235-R006.

Resolve any differences listed on Report EEG235-R006 before the next progress report transmission cycle.
