

For: State and County Offices

**FY 2005 Conservation Program Rollover, Reconciliation, and eFunds Interaction**

Approved by: Acting Deputy Administrator, Farm Programs



**1 Performing Rollover and Reconciliation**

**A Background**

After September 30, 2005, County Office conservation activities **cannot** be performed until FY conservation program rollover has been completed. After October 21, 2005, State conservation ledger activities **cannot** be performed until FY conservation program rollover has been completed. After rollover, **but no later than January 3, 2006**, County and State FY-end reconciliation must be completed.

If FY-end reconciliation, ACP-259B report, and supporting documentation, is not received in KCFO by January 3, 2006, conservation programs will be suspended in eFunds for that State until the report is received.

**Notes:** The conservation programs included on the reconciliation report are ACP, ECP, ECPSOCA, GRP, and Interim EQIP.

ACP and Interim EQIP end on September 15, 2005. Refer to Notice ACP-365 for more information.

**B Purpose**

This notice advises:

- County Offices to review and use the following procedures to perform county FY-end rollover:
  - CRES system, 1-CONSV, Part 12
  - CCC system, 2-CONSV, Part 12
  - county FY rollover automation items, see subparagraph 2 B

Disposal Date	Distribution
April 1, 2006	State Offices; State Offices relay to County Offices

## Notice CONSV-95

### 1 Performing Rollover and Reconciliation (Continued)

#### B Purpose (Continued)

- State Offices to review and use the following procedures to perform State FY-end rollover:
  - CRES system, 1-CONSV, Part 9
  - CCC system, 2-CONSV, Part 16.

If ACP-259B and supporting documentation is **not** received in KCFO by January 3, 2006, from the State Office, conservation programs will be suspended in eFunds for the applicable State until the reconciliation report is received.

### 2 Action

#### A State Office Action

State Offices shall:

- ensure that County Offices follow instructions in subparagraph B
- ensure that all T/A checks are recorded in the system according to 1-CONSV, subparagraph 582 D
- address and resolve any reconciliation problems by **COB September 30, 2005**, for all applicable conservation programs, including any differences:
  - between State and County Office ledgers
  - on the Cumulative Reconciliation Report

**Notes:** Problems that are **not** resolved before rollover will likely be compounded by the rollover process. These items should be corrected before FY-end to reconcile problems and avoid substantially greater workload.

ACP reconciliation issues should be resolved by COB on September 9, 2005.

- complete FY rollover when all County Office progress reports have been transmitted to KCFO, but **no later than October 24, 2005**
- ensure that ACP-259B Report is completed no later than **January 3, 2006**, as required by 1-CONSV, paragraph 787.

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### 2 B County Office Action

County Offices shall for all applicable conservation programs:

- follow State Office instructions about allocation increases and decreases that may be needed to reconcile County Office ledgers with State Office ledgers before FY rollover
- address all other reconciliation problems by COB September 30, 2005, including any differences on the Cumulative Reconciliation Report

**Notes:** Problems that are **not** resolved before rollover will likely be compounded by the rollover process. These items should be corrected before FY-end to reconcile problems and avoid substantially greater workload.

Necessary corrections can be made to AD-245's and CCC-1245's with final performance recorded during FY 2005 until **March 15, 2006**. After that date, access will **only** be allowed for corrections by use of a password available from CEPD through the State Office.

- prepare for FY rollover by COB September 30, 2005, and complete FY rollover on October 3, 2005, according to established procedure
- follow **all** instructions in this notice.