

For: State and County Offices

FY 2006 Conservation Program Rollover, Reconciliation, and eFunds Interaction

Approved by: Acting Deputy Administrator, Farm Programs



1 Performing Rollover and Reconciliation

A Background

After September 29, 2006, certain County Office conservation activities **cannot** be performed until FY conservation program rollover has been completed. After October 20, 2006, State Office conservation ledger activities **cannot** be performed until FY conservation program rollover has been completed. After rollover, **but no later than January 2, 2007**, State and County Office FY-end reconciliation **must** be completed.

If FY-end reconciliation, ACP-259B, and supporting documentation, is **not** received in KCAO by January 2, 2007, conservation programs will be suspended in eFunds for that State until the report is received.

Note: Conservation programs included on the reconciliation report are ECP, ECPHGM, ECPHGMP, ECPSOCA, and GRP.

B Purpose

This notice advises:

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

Disposal Date	Distribution
April 1, 2007	State Offices; State Offices relay to County Offices

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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 (see 1-CONSV, Part 9)
 - CCC system (see 2-CONSV, Part 16).

If ACP-259B and supporting documentation is **not** received in KCAO by January 2, 2007, from the State Office, conservation programs will be suspended in eFunds for applicable State until the reconciliation report is received.

2 Action

A State Office Action

State Offices shall:

- ensure that County Offices follow subparagraph B
- ensure that all technical assistance (T/A) checks are recorded in the system according to 1-CONSV, subparagraph 582 D

Note: T/A checks should be written in whole dollars.

- address and resolve any reconciliation problems by **COB September 29, 2006**, for all applicable conservation programs, including any differences:
 - between State and County Office ledgers
 - on the Cumulative Reconciliation Report

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

- complete FY rollover when all County Office progress reports have been transmitted to KCAO, but **no later than October 20, 2006**
- ensure that ACP-259B is completed no later than **January 2, 2007**, as required by 1-CONSV, paragraph 787.

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2 Action (Continued)

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 29, 2006, including any differences on the Cumulative Reconciliation Report

Notes: Problems that are **not** resolved before rollover will 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 2006 until **March 15, 2007**. **After** that date, access for corrections will **only** be allowed by using a password available from CEPD through the State Office.

- prepare for FY rollover by COB September 29, 2006, and complete FY rollover on October 2, 2006, according to established procedure
- follow **all** instructions in this notice.