

For: State and County Offices

FY 2008 Conservation Program Rollover, Reconciliation, and eFunds Interaction

Approved by: Deputy Administrator, Farm Programs



1 Performing Rollover and Reconciliation

A Background

After September 30, 2008, certain County Office conservation activities cannot be performed until FY conservation program rollover has been completed. After September 26, 2008, State Office conservation ledger activities cannot be performed until FY conservation program rollover has been completed. After rollover, but no later than January 2, 2009, State and County Office FY-end reconciliation must be completed.

If FY-end reconciliation is not completed and ACP-259B and supporting documentation is not received in the Financial Service Center (FSC) by January 2, 2009, conservation program access will be suspended in eFunds for that State until the report is received.

Note: Conservation programs included on the reconciliation report are the Emergency Conservation Program (ECP), Emergency Conservation Program Hurricane Gulf of Mexico (ECPHGM), Emergency Conservation Program Hurricane Gulf of Mexico Poultry (ECPHGMP), Emergency Conservation Program Southern California (ECPSOCA), and the Grassland Reserve Program (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 items (see subparagraph 2 B)

Disposal Date	Distribution
April 1, 2009	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 are not received in the Financial Service Center by **January 2, 2009**, from the State Office, conservation program access 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 subparagraph B
- ensure that all technical assistance (T/A) checks are recorded as whole dollar amounts in the automated conservation ledger system (System 36) according to 1-CONSV, subparagraph 582 D

Notes: ECP T/A program payments codes are listed in the following.

Program	eFunds TA Code	Program Payment Code
ECP	4600	ECPSCS
ECPHGM	4830	ECPGTA
ECPSOCA	4025	ECPSOCATA

ECP payments shall be issued according to 1-FI paragraph 161 and Exhibit 5, and only after reserves are established and funds are made available in eFunds.

- address and resolve any reconciliation problem by **COB September 30, 2008**, for all applicable conservation programs, including any differences:
 - between State and County Office ledgers
 - on the Cumulative Reconciliation Report
- complete FY rollover when all County Office progress reports have been transmitted to the Financial Service Center, but no later than **October 21, 2008**
- ensure that ACP-259B is completed no later than **January 2, 2009**, 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 30, 2008**, including any differences on the Cumulative Reconciliation Report

Notes: Problems not resolved **before** rollover will be compounded by the rollover process. Discrepancies should be resolved before FY-end and any problems corrected to avoid substantially greater workload after rollover is completed.

Necessary corrections can be made to AD-245's and CCC-1245's with final performance recorded during FY 2008 until **March 15, 2009**. 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 30, 2008**, and complete FY rollover on **October 1, 2008**, according to established procedure
- follow all instructions in this notice.

C National Office Record of TA Payments

The National Office will issue FSA-357 at the beginning of the subsequent FY showing the TA payments issued.