

For: State and County Offices

Procedure for Processing Performance in CRES

Approved by: Acting Deputy Administrator, Farm Programs



1 Overview

A Background

Some County Offices are receiving the Accounting Verification error “NO PAYMENT RECORD FOUND” when attempting performance processing on AD-245 under CRES. The software has been modified to:

- correct this error
- allow County Offices to process changes to C/S payments when the correction after performance option is taken in CRES.

Note: Information Bulletin No. 4735 was transmitted to County Offices on April 3, 2009.

B Purpose

This notice provides instructions for processing payments in CRES.

2 Software Modifications

A Processing Payments Using CRES AD-245

Screen EEA14000 was created to provide the “C/S This Transaction” field to enter earnings, either increased or reduced, for a current transaction. The amount entered in this field will be added to or subtracted from any previous earnings for a control number. Screen EEA14000 will be displayed when recording the following:

- partial performance
- final performance
- correction after performance.

Disposal Date	Distribution
October 1, 2009	State Offices; State Offices relay to County Offices

Notice CONSV-99

2 Software Modifications (Continued)

A Processing Payments Using CRES AD-245 (Continued)

When recording performance on AD-245:

- an increase in performance will result in a payable record being passed to NPS for each participant on the AD-245 whose original payment is being increased
- a decrease in performance will result in a receivable record being passed to NPS for each participant on the AD-245 whose original payment is being reduced.

B Decreases to Performance

If a decrease to the amount earned must be recorded, the user shall reduce the amount earned for AD-245 to zero on Screen EEA14000. This will create a receivable in accounting for the amount earned. The County Office user must wait for the receivable to replicate to the System 36 before the revised earnings can be recorded. It will then take approximately 3 to 5 workdays for the receivable to be available to NPS.

Once the receivable is replicated, the user can enter the new amount earned for the AD-245 on Screen EEA14000. This will create a payable in accounting. This payable must then be applied to the receivable that was created when the earnings were reduced to zero.

Note: The following is an example of Screen EEA14000 showing the original payment being reduced to zero by entering a negative 400 in the "C/S This Transaction" field.

Conservation	067-MARION	Selection	EEA14000
AD-245 Earnings Entry/Adjustment Screen Version: AE36 04-06-2009 08:39 Term F4			

Control NO:	2009 0009	Program:	CRP
Farm NO:	7112	Practice:	CP33
Producer ID:	*****9999 S	Name:	MERCEDES REDD
		Contract NO:	2004 0185
		Primary Purpose:	G
		C/S Approved:	500
		Change(+/-)	Previous C/S Earned
		C/S This Transaction:	-400 400
<p>The amount entered in the 'Change' column will be added to or subtracted from the Previous C/S Earned amount. Enter only the amount you wish to increase(+) or decrease(-) the C/S Earned.</p>			
Enter=Continue Cmd4=Previous Screen Cmd7=End			

Notice CONSV-99

2 Software Modifications (Continued)

C Increases to Performance

Software has been modified to allow additional payments to be generated when partial performance was previously recorded. After the steps described in Information Bulletin No. 4735 are taken, County Offices will no longer receive the Accounting Verification error when processing CRES payments for increases to performance.

Note: CRES payments that have been purged from the accounting files will still generate an exception report with the error "NOT Found". For purged payments, see 1-CONSV, subparagraph 268 A.

3 Action

A County Office Action

County Offices shall read and follow the instructions in this notice.

B State Office Action

State Offices shall ensure that County Offices follow the instructions in this notice.

C Contact

For questions about this notice:

- County Offices shall contact the State Office
- State Offices shall contact Bryan Rogers, CEPD by either of the following:
 - e-mail to bryan.rogers@wdc.usda.gov
 - telephone at 202-720-6825.