

For: State and County Offices

Fiscal Year (FY) 2005 Yearend Procedures for Program Loan Cost Expense (PLCE) Activity

Approved by: Deputy Administrator, Management



1 Overview

A Background

The National Finance Center has established FY-end cutoff dates for the Foundation Financial Information System (FFIS). The cutoff for FY 2005 is Friday, September 30, 2005.

B Purpose

This notice provides:

- FY-end processing instructions to State and County Offices to ensure that all FY 2005 PLCE transactions are properly recorded in a timely manner
- information on the effect of FY 2005 close on "A" account funds from FY 2000.

C Contact

If there are questions about this notice, contact the appropriate office according to the following table.

Office Location	Contact
County Office	State Offices
State Offices	Lisa L. Randolph, Loan Accounting Division at lisa.randolph@stl.usda.gov

Disposal Date	Distribution
October 1, 2005	State Offices; State Offices relay to County Offices

Notice FI-2705

2 Action

A State Office Action

SED shall ensure that all Miscellaneous Orders Documents, and Payment Voucher Documents have been processed in FFIS by COB on September 30, 2005, to be included in FY 2005 processing.

B Fiscal Year 2000 "A" Account

Funding for FY 2000 purchase orders obligated from the "A" account will expire September 30, 2005. Any remaining undisbursed balance on these purchase orders will be cancelled.