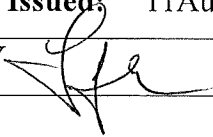




DEPARTMENTS OF THE ARMY AND THE AIR FORCE  
NATIONAL GUARD BUREAU  
UNITED STATES PROPERTY AND FISCAL OFFICER FOR NEW YORK  
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<b>Bulletin Number:</b>	MNPF-EA-001-2017	<b>Date Issued:</b>	11Aug17
<b>Bulletin Issued by:</b>	Lawrence J. Ashley, COL, USA, USPFO-NY		
<b>Bulletin Subject:</b>	Cooperative Agreement De-Obligations		
<b>Bulletin OPR:</b>	MNPF-EA, Grants and Agreements		

1. De-Obligations Affecting Cooperative Agreements: To process De-Obligations of funds out of the Cooperative Agreement (mid-year or otherwise), the NYANG Comptroller **must**:

- (a) Provide DMNA 1077 to MNBF, Robert Martin with request to process de-obligation of funds, identifying the PEC/EEIC and reason for de-obligation;
- (b) MNBF to provide DMNA 1077 to USPFO for approval;
- (c) USPFO forwards back to NYANG Comptroller once approved;
- (d) NYANG Comptroller provides USPFO/GOR with modification/MORD to agreement;
- (e) GOR prepares modification for staffing to MNBF;
- (f) MNBF provides approved modification to USPFO/GOR for USPFO approval;
- (g) GOR forwards approved modification to NYANG Comptroller;
- (h) NYANG Comptroller provides NGB-OPR-PM permission to pull the funds.

2. This information will be incorporated into the next update of the USPFO MCA SOP.

3. POC: If you have any questions, please feel free to contact CW3 Renee M. Davin at 518-786-4709 or by email at renee.m.davin.mil@mail.