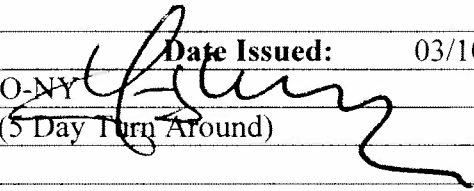




DEPARTMENTS OF THE ARMY AND THE AIR FORCE  
NATIONAL GUARD BUREAU  
UNITED STATES PROPERTY AND FISCAL OFFICER FOR NEW YORK  
330 OLD NISKAYUNA ROAD  
LATHAM, NEW YORK 12110-3514

<b>Bulletin Number:</b>	MNPF-EA-006	<b>Date Issued:</b>	03/10/16
<b>Bulletin Issued By:</b>	Lawrence J. Ashley, COL, USA, USPFO-NY 		
<b>Bulletin Subject:</b>	Cooperative Agreement Modifications (5 Day Turn Around)		
<b>Bulletin OPR:</b>	MNPF-EA, Grants and Agreements		

1. Requests for funding adjustments (modifications) to all ARMY and ANG Cooperative Agreements:

a. Within five (5) business days of notification of funding adjustments from the (ARNG/ANG) Comptroller Division, the Program Director will prepare a modification request and submit to the USPFO, Cooperative Agreement Management Analyst. The modifications are to be signed by the ANG Comptroller and the ARNG Program Director only. This authority will not be delegated below that level.

2. Reference:

- a. ANG 18 February 2014 NGB MEMORANDUM
- b. ANG 2016 Financial Guidance, Page 53, paragraph (v) Obligation within 45 days

3. This information will be incorporated into the next update of the USPFO EA SOP.

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



## NATIONAL GUARD BUREAU

3501 FETCHET AVENUE  
JOINT BASE ANDREWS MD 20762-5157

18 February 2014

### MEMORANDUM FOR DISTRIBUTION

FROM: NGB/A7  
3501 Fetchet Avenue  
Joint Base Andrews, MD 20762-5157

SUBJECT: Air National Guard (ANG) Engineering Technical Letter (ANGETL) 14-11  
Policies and Procedures for Tracking and Reporting Local SRM Funds

PURPOSE: This ANGETL prescribes the policies and procedures for tracking and upward reporting of local SRM funds by the base Civil Engineer.

Effective Date: Immediately

#### Description and Implementation:

a) This ANGETL defines the policies and procedures for the tracking of SRM funds distributed to bases as part of the annual fiscal year funding validation process. Local SRM funds are defined as non-state matched monies used for repair of facilities or discretionary projects approved by the Wing commander and/or the base Civil Engineer, and described on the annual Funding Memorandum as "USPFO Approved Funds M&R", PEC 52278F, EEIC 524.

b) As of the effective date of this ANGETL, the use of the Integrated Engineering Management System (iEMS) to track and report status of local SRM funds will be mandatory.

c) The base Civil Engineer, in conjunction with the Resource Advisor, will establish an iEMS funding contract of "099", and a funding contract suffix of "100SRM" for use when building appropriate lines of accounting (LOA) for recording expenditures. Funding contracts will be created using established iEMS procedures. Deviations from these standards will not be acceptable.

d) Disbursed funds will be initially loaded into iEMS with the following line of accounting: 099 100SRM 52278F 374436\_52400 100SRM, with a commodity type of 100SRM".

e) When directed, the base Civil Engineer will use the "Contract Status Summary Report" found within the iEMS application to upward report status of funds.

f) Training and user guides or other documentation will be provided by the iEMS Program Office.

The point of contact for this ANGETL will be NGB/A7A.



PETER A. SARTORI, Colonel, USAF  
Director, Installations and Mission Support

Attach(s):

1. Current ETL Index

DISTRIBUTION: (via e-mail)

Each AG (1)

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NGB/CETSC (1)

# ANG Financial Guidance

## FISCAL YEAR 2016



Version 1

September, 2015

(i) As a review, Civil Engineering manages the CE/MCA program. Civil Engineers administer Facilities Operation and Maintenance Activities (FOMA), which is Appendix 21, Environmental Activities, called Appendix 22, Fire Protection Activities, known as Appendix 24. All of which are portions of the States MCA program.

(ii) The FO commodity is a large portion of the overall Appendix program and may be supplemented by reimbursement funds from revenue producing or contingency operations as well as other Base O&M funds for locally approved additions to the MCA. Additional funds from the SRM commodity will be supplied to the appendix for SRM/FOMA requirements. Changes to the FO Program significantly increased the number of RC/CCs that must be used to properly account for funding. Additionally, there are additions, deletions and changes to the EEICs. Please thoroughly review the published guidance prior to execution of the MCA to ensure that the authorized RC/CCs and EEICs are utilized within the FO PEC 55879F, the SRM PEC 52278F and the Environmental PEC 55256F.

(iii) Within the MCA's the FO PEC code (55879F) supplies funding for most of the Appendix 21 (FOMA) agreement, all of the Appendix 24 (Fire) agreement. The SRM PEC code of (52278F) supplies additional federal funding for any SRM requirements as found in the Appendix 21 (SRM/FOMA) agreement. Environmental PEC code 55256F supplies all the funds for the Appendix 22 (Environmental) agreement.

(iv) Initial MCA funding is issued by NGB/FMAE to each ASN under ONE EEIC for all of the FO requirements, ONE EEIC for the SRM/FOMA requirements and one EEIC for the Environmental Agreement requirements. The breakout in FOMA, Fire, and Environmental is available from the Appendix program managers (NGB-OPR-PM's) and corresponding funding documents. Following the FinPlan validation process, further funds detail will be provided via email by NGB/A7RP to your BCE, CE Staff and your local Comptroller (FM) to include a break down by each expense specific to each installation or geographically separated unit (GSU).

**Bases have local reprogramming authority to the extent listed below.**

(v) FOMA/Fire/Environmental Agreements – These programs **must** be fully obligated **within 45 days of receipt of those funds**. The programs/agreements are to be continued through the fiscal year as they are annual contracts/agreements with a no termination clause as per NGR 5-1. The MCA's must be signed and in place by 1 October for any execution/reimbursements to take place. While funds can be reprogrammed into or out of the FO program, to include local funds, the agreement(s) must be modified to reflect actual reprogramming actions. The respective NGB Commodity Manager/NGB-OPR-PM must approve any agreement modification that withdraws federal funding. Funding from Base O&M into or out of the appendix 21 program specific to the Sustainment (SRM) portion of the FOMA agreement is prohibited by OSD. Only SRM funds may be used on the SRM portion of the FOMA agreement. Reference the Master Cooperative Agreement (NGR 5-1), Appendix 21 for Facilities Operation and Maintenance Activities, Appendix 22 for Environmental and Appendix 24 for Fire Protection Agreement for specifics. State matching funds must be made available for the FOMA and Environmental programs dictated by program guidance specific to your mission. Excess or unmatched funds must be returned