

# **ACC ARC Funding Guidance FY20**



**HQ ACC/FMAIO**

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**Version 1.0**

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## **FY20 Funding Process**

In accordance with the signed Memorandum of Understanding dated 25 Sept 2019 (<https://cs2.eis.af.mil/sites/12748/FMAO/Templates/MOU%20for%20Goods%20%20and%20Services%20Provided%20to%20Active%20AF%20by%20ANG%20and%20AFRC.pdf>) between the Secretary of the Air Force for Financial Management and Comptroller-Budget Operations & Personnel (SAF/FMBO), National Guard Bureau Financial Management (NGB/FM) and Air Force Reserve Command Financial Management (AFRC/FM) the following procedures are established to distribute direct funding for goods and services provided by ANG and AFRC units identified by the Manpower MPA Man-Day Management (M4S) effective 1 Oct 2019 (FY20) in Fiscal Year 2020.

ACC/FMAIF (Funds Control) will issue an Operating Budget Authority Document (OBAD)/Funding Authorization Document (FAD) to AFRC/ANG units (identified within as the “ARC” (Air Reserve Components)). A listing of all ACC ARC OBAN’s can be located at the following SharePoint Site:

[https://cs2.eis.af.mil/sites/12748/FMAO/Lists/SoF\\_OBAN\\_Relationships/AllItems.aspx](https://cs2.eis.af.mil/sites/12748/FMAO/Lists/SoF_OBAN_Relationships/AllItems.aspx)

Funding provides resources for supplies, equipment, services, transportation and travel/per diem per applicable published Reporting Instructions for ARC participation in Active Air Force sponsored exercises, contingency operations, and any other Partial Mobilization (PM)/Manpower MPA Man-Day Management System (M4S) taskings.

As in previous years, the process in which you identify the funding source (i.e. OCO, A3, etc.) does not change. Each directorate within ACC will act as financial liaison in assuring funds are provided to the ARC in time to meet mission requirements.

The unique difference in FY20 is the issuance of OBADs vice the use of MIPRs.

## Funding Source ACC/FMAIO (OCO)

ACC/FMAIO Overseas Contingency Operation (OCO) Team serves as primary point of contact for the following ESP Codes as listed in Block 29 of the M4S E49

<b>OCO ESPs</b>	<b>Description</b>
3F	European Deterrence Initiative (EDI)
6F	Army Combat Support/Service
7C	Operation Freedoms Sentinel (Afghanistan)
9C	Combined Joint Task Force - Horn of Africa (CJTF-HOA)
M2	Middle East Posturing (Obligations starting 1 Jan 2020)
QA	Operation Inherent Resolve
YC	Syrian Train and Equip
ZA	Iraq Activities not related to ISIS

<b>ATFF ESPs</b>	<b>Description</b>
EA	Neptune Falcon
KA	Neptune Hawk
UA	Operation Pacific Eagle
6A	Bomber Assurance and Deterrence
MC	Bilateral Air Contingent Exchange
2D	Agadez Stand Up
8D	Operation Juniper Micron
XF	Operation Atlantic Resolve

<b>OTHER ESPs</b>	<b>Description</b>
8A	Operation Joint Guardian
5C	Secret Service Support
TC	Operation Noble Eagle
LA	Theater Security Package (TSP)
ZF	North/West Africa CT Platform

ACC/FMAIO Overseas Contingency Operation (OCO) Team also serves as primary point of contact for Cyber Missions Taskings, specifically identified by PE Codes 35251F, 35252F, and 28064F as listed in Block 3 of the MS4 E49 and ESP Code 00 in Block 29 of the M4S E49.

For all taskings falling under ACC/FMAIO, ARC Units are to complete the necessary funding information as required on the ACC/FMAIO SharePoint Site.

AFRC: <https://cs2.eis.af.mil/sites/12748/FMAO/Lists/TesTARFC20/AllItems.aspx>

ANG: <https://cs2.eis.af.mil/sites/12748/FMAO/Lists/ANG%20Funds%20Requests%20FY20/ALL1.aspx>

Information provided should list the ***total*** (rounded to the nearest hundredth, i.e. \$1,296 = \$1,300) cost to support ACC/FMAIO tasking by each applicable cost commodity (Travel, Supplies, Transportation, etc). ACC/FMAIO will review, validate and forward to ACC/FMAIF (Funds Control) whereupon funding is issued.

***Note:*** ACC funds those goods and services which place unique requirements upon the ARC. ACC resources are not intended to serve as secondary funding for requirements already budgeted through ARC appropriations.

***Note:*** If E49's contain 00 or Null in Block 29, funds should be obligated "without" an ESP code.

## **Funding Source Other**

For MOB Type Taskings (Block 15) and ESP 00, units can find funding information from the Reporting Instructions associated with the particular PM#.

Source of funding for all other M4S taskings will reside within ACC Directorate, Numbered Air Force (NAF), or ACC unit levying the requirement. Units can find additional information from the E49's Block 19 (Duty Region/Location). This block usually identifies the ACC unit being supported.

### ***ACC/A3 Specific Funding:***

ACC A3O is the primary point of contact for ARC participation in ACC or JCS Exercises. ARC units will request funds for Exercise participation (Planning Events and Execution), IAW Exercise Directives or Reporting Instructions, from the responsible Exercise POC listed in Appendix A. ACC/A3O will validate and coordinate the OBAD/FAD request with ACC/A3R who will submit to ACC/FM for processing.

ACC A3T is the primary point of contact for Weapons School training. ARC units will request funds for Weapons School participation IAW the Weapons School Welcome Package for Policies and Procedures, from ACC 57 WPSS/WSSA, Nellis AFB, NV and Funding POC listed in Appendix A. ACC/A3TW will validate and coordinate the OBAD/FAD request with ACC/A3R who will submit to ACC/FM for processing. Appendix A contains a list of all ACC/A3O Exercise Program Managers and ACC/A3TW Program Managers to aid in identifying funding source.

ARC Units who require assistance in determining source of funding can email ACC/FMAIO Overseas Contingency Operation (OCO) Team.

***Note:*** Funds for "All Other Sources" should NOT get inputted on the ACC/FMAIO SharePoint Site. Inputs to SharePoint Site should contain only those Taskings which fall under the responsibility of ACC/FMAIO.

## Funding Classification and Cost Commodities

When issued, each directorate will provide remarks and proper coding on FAD's to assist ARC in assuring funds are loaded accurately. In accordance with the MOU, ANG and AFRC FM's will perform required monthly reconciliations to assure funds received have been accurately recorded within the accounting system(s).

Accounting Line Elements for Exercises and Weapons School will be IAW ACC/A3O and ACC/A3T instructions.

Program Element Code (PEC) and the Activity Group (AG) / Sub Activity Group (SAG) integrity remains a high priority when capturing obligations. Units should use the Financial Management Data Quality Service (FMDQS) to help determine PEC/SAG relationship. <https://fmdd.affsc.af.mil/data-elements/home>

The M4S System contains the ESP and PEC within each Tasking ID. They are identified in Blocks 3 and 29 on the E49. Currently M4S does not provide the PE Code in Block 3 for "MOB" Task Type in Block 15. M4S Programmers are working to correct this issue. In the meantime, ARC Units can contact ACC/FMAIO to assist in determining the correct PE Code.

To assure consistency, the following are mandated elements used to capture obligations from funding issued by ACC.

<b>Commodity</b>	<b>RCCC</b>	<b>EEIC</b>	<b>Object Class</b>
Travel AFRC	100501	40945	210.1106
Travel ANG	100501	40946	210.1108
SAAM (Airlift)	100501	45400	253.5102

## Funding Cycle

If the Department of Defense (DOD) authorization and appropriations bills are not passed by 1 October, funds cannot be cited until the passage of a Continuing Resolution Authority (CRA). If a CRA is not passed, ACC/FMA will inform ARC units on how to proceed.

If a CRA is passed, distribution of FC 30 CR and Quarterly Authority is based on ACC/FMAIF analysis that gives consideration to the availability of authority. ARC units will submit projected forecasts as requested. This process is explained in the following chapter.

Once the Appropriations bill is passed and signed into law, it takes time for the Treasury warrants to be issued, flow to OSD and receive Initial Distribution (ID) from SAF/FMB. For this interim period, funding documents will not be issued. ACC/FMAIF (Funds Control) will issue "EMERGENCY" Load authority based upon approved ARC requirements via email.

ARC Units will provide ACC/FMAIF (Funds Control) organizational e-mail addresses to receive OBADs and correspondence regarding funding notifications. OBADs issued through Automated Funds Management (AFM) and Emergency Authority notifications will not be sent to personal email addresses.

ARC units will be responsible for posting targets within three business days of the receipt of the OBAD. At the end of each month, ARC and ANG FMs are required to reconcile annual/quarterly targets (by accounting system) for all appropriations/fiscal years with supporting documentation in accordance with AFI 65-601 V1 – Attachment 7 and AFI 65-601, V2, Chap 5. Approval must be performed by personnel at the appropriate level and supported by proper delegation of authority documentation.

## **Establishing Resource Requirements**

With support from AFRC FM and ANG NGB FM, ACC/FMAIO will coordinate an annual data call to performing ARC units NLT 45 days prior to the start of each fiscal year for projected Overseas Contingency Operations (OCO) requirements, and all other known requirements generated by the Manpower MPA Man-Day Management System (M4S) in support of ACC. ACC/FMAIO will provide a SharePoint Site and format to input requirements at time of the data call.

Unit FM's should contact their unit Plans (XP) office to help identify projected taskings in support of ACC.

This data call serves two functions:

1. As supporting documentation of ACC ExPlan submission to SAF/FM.
2. As supporting documentation of ACC/FMAIF quarterly authority request to SAF/FM.

The data call is a "Spend Plan" only and should not be interpreted as a "Funding Distribution Plan". In order to receive funding, during the same annual data call period, units will input their 1st quarter requirements based on actual Task ID's to ACC/FMAIO SharePoint Site.

Units must submit their 2nd – 4th quarter needs by the following dates:

2nd Quarter, NLT 25 November

3rd Quarter, NLT 25 Feb

4th Quarter, NLT 25 May

ARC Units experiencing emergent requirements, not previously forecasted, should input their Task ID requirement to the ACC/FMAIO SharePoint Site and send an email to the ACC/FMAIO mailbox with the words "EMERGENT" in the subject line.

Units are reminded they must capture expected Military Transportation Agreements (MTA) costs when developing their Annual Plans and Quarterly inputs. Accurate billing for MTA/PAX billing is derived from the Customer Identification Code (CIC) on the Contingency, Exercise, Deployment (CED) order. Appendix C provides instructions on how to construct a CIC code.

It's recommended ARC Units gain access to DCBS in order to estimate projected requirements. Further, the use of DCBS pre validation screen enables units to properly record actual MTA costs.



## **Funding Shortfalls, Transfers, Excess and Close-out**

ARC Units as a minimum should perform quarterly obligation rate analysis to determine projected shortfalls, excess and/or realignment.

**NOTE: ARC Units should not bottom line manage their ACC OBAN. Units should manage each requirement individually.**

Once a projected shortfall/excess is realized, notify the appropriate ACC funding POC.

Units having a need to realign funding between accounting system need to complete the following spreadsheet:

[https://cs2.eis.af.mil/sites/12748/FMAO/Templates/FC30 Funds Transfer Request Worksheet.xls](https://cs2.eis.af.mil/sites/12748/FMAO/Templates/FC30_Funds_Transfer_Request_Worksheet.xls)

During the periods of CR and Emergency Load, units should email their request to the ACC OCO Org Box: [ACCFM.FM.OCO@us.af.mil](mailto:ACCFM.FM.OCO@us.af.mil).

Once Initial Distribution (ID) occurs units will submit the spreadsheet to the following SharePoint Site.

[https://cs2.eis.af.mil/sites/12748/FMAO/Lists/Funds Transfer/Pending.aspx](https://cs2.eis.af.mil/sites/12748/FMAO/Lists/Funds_Transfer/Pending.aspx)

ACC/FMAIO will:

1. Review each unit's unobligated balance prior to issuing additional authority. Units will have to justify any excess balance before additional funding is issued.
2. In coordination with ACC Directorates, will be the primary point of contact for ALL ACC issued funding during close out.
3. Will provide close-out guidance to ARC units during the last quarter of each fiscal year. Guidance is not intended to place additional burden on ARC units during close out, but rather closely mirror those procedures already established by DFAS, AFRC and NGB.

## **Appendix A: ACC/A3 Exercise & USAF Weapon School Program Managers**

ACC/A3O Budget Program Manager: Ms. Cynthia "Cindy" Walker, 574-6103, [cynthia.walker.5@us.af.mil](mailto:cynthia.walker.5@us.af.mil)

ACC/A3O7 Exercises and Joint Operations Branch Chief: Lt Col Jeff "Shoe" Satterfield, 574-6129, [jeffrey.satterfield@us.af.mil](mailto:jeffrey.satterfield@us.af.mil)

Deputy Branch Chief: Mr. Brian "Juice" Joos, 574-4720, [brian.joos.2@us.af.mil](mailto:brian.joos.2@us.af.mil)

### **ACC Exercise Program Managers:**

BLUE FLAG: Mr. Gerald "Rhino" Grant, 574-6133, [gerald.grant.7@us.af.mil](mailto:gerald.grant.7@us.af.mil)

CHECKERED FLAG: Mr. Tom Houston, 574-7601, [thomas.houston.5@us.af.mil](mailto:thomas.houston.5@us.af.mil)

CHECKERED FLAG: Mr. Bob "Slow Boat" Lucas, 574-4093, [john.lucas.24.ctr@us.af.mil](mailto:john.lucas.24.ctr@us.af.mil)

GREEN FLAG East: Mr. Jeff "Deuce" Bigelow, 574-6167, [jeffrey.bigelow.2@us.af.mil](mailto:jeffrey.bigelow.2@us.af.mil)

GREEN FLAG West: Mr. Jeff "Deuce" Bigelow, 574-6167, [jeffrey.bigelow.2@us.af.mil](mailto:jeffrey.bigelow.2@us.af.mil)

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RED FLAG-Nellis: Mr. George "Cajun" Perkins, 574-4010, [george.perkins.7@us.af.mil](mailto:george.perkins.7@us.af.mil)

RED FLAG-RESCUE: Mr. George "Cajun" Perkins, 574-4010, [george.perkins.7@us.af.mil](mailto:george.perkins.7@us.af.mil)

RESOLUTE HUNTER: Mr. Bryan "Bama" Warren, 575-4906, [william.warren.31@us.af.mil](mailto:william.warren.31@us.af.mil)

VIRTUAL FLAG: Mr. Gerald "Rhino" Grant, 574-6133, [gerald.grant.7@us.af.mil](mailto:gerald.grant.7@us.af.mil)

### **CCMD/Joint/Coalition Exercises:**

AFRICOM, EUCOM, PACOM: Lt Col Jeffrey "Shoe" Satterfield, 574-6129, [jeffrey.satterfield@us.af.mil](mailto:jeffrey.satterfield@us.af.mil)

ARMY Warfighter/NAVY: Mr. Al Koth, 574-6160, [al.koth.1@us.af.mil](mailto:al.koth.1@us.af.mil)

CENTCOM: Mr. Larry "LEM" Marks, 574-6148, [larry.marks.1@us.af.mil](mailto:larry.marks.1@us.af.mil)

CYBERCOM: Ms. Shirley Auzenne, 574-6166, [shirley.auzenne.1@us.af.mil](mailto:shirley.auzenne.1@us.af.mil)

MAPLE FLAG, JNTC/JTCP: Mr. John "Hoop" Hooper, 574-6137, [john.hooper.3.ctr@us.af.mil](mailto:john.hooper.3.ctr@us.af.mil)

NEPTUNE EVENTS: Mr. Brian "Juice" Joos, 574-4720, [brian.joos.2@us.af.mil](mailto:brian.joos.2@us.af.mil)

NORTHCOM: Ms. Shirley Auzenne, 574-6166, [shirley.auzenne.1@us.af.mil](mailto:shirley.auzenne.1@us.af.mil)

SOCOM: Mr. Larry "LEM" Marks, 574-6148, [larry.marks.1@us.af.mil](mailto:larry.marks.1@us.af.mil)

SOUTHCOM: Mr. Larry "LEM" Marks, 574-6148, [larry.marks.1@us.af.mil](mailto:larry.marks.1@us.af.mil)

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Budget: Ms. Melanie Stinson, 574-7138, [melanie.stinson.1.ctr@us.af.mil](mailto:melanie.stinson.1.ctr@us.af.mil)

### **ACC/A3TW USAFWS Program Managers:**

Program Manager: Mr. Charles E. Sloan, 574-5738, [charles.sloan.3@us.af.mil](mailto:charles.sloan.3@us.af.mil)

USAFWS Financial Consultant: Ms. Wanda S. Bryson, 574-0094, [wanda.bryson.ctr@us.af.mil](mailto:wanda.bryson.ctr@us.af.mil)

USAFWS Analyst: Lorretta H. Haynes Douglas, 575-1401, [lorretta.haynesdoaglas.3.ctr@us.af.mil](mailto:lorretta.haynesdoaglas.3.ctr@us.af.mil)

USAFWS Nellis POC: Richard B. Donnelly, 682-2370, [richard.donnelly.8@us.af.mil](mailto:richard.donnelly.8@us.af.mil)

## Appendix B: CIC Code Construction

CIC Code Construction for ARC deployment travel.

Position (1) Agency Code 1 digit:

4 – Department 57 (Air Force)

Position (2) Appropriation Code – 1 digit:

4 – FC30, Basic Symbol 3400 (Air Force O&M)

Position (3) Fiscal Year/Operating Agency Code – 3 digits:

\* – (one digit fiscal year), OAC – 78

Position (4) Budget Project and Responsibility Center – 4 digits.

0105 – (BA01) and (10501, 3<sup>rd</sup> and 4<sup>th</sup> digits of RCCC)

Position (5) First four of the ADSN followed by unit OBAN – 6 digits

3877XX - (DEAMS 3877) and XX (Your assigned OBAN)

Example CIC for 159<sup>th</sup> FW New Orleans, LA ANG (Fiscal Year 2020)

4 4 078 0105 3877WN

Example CIC for 926<sup>th</sup> GP Nellis AFB, NV AFRC (Fiscal Year 2021)

4 4 178 0105 3877NQ

As determined, if the standard RCCC of 100501 is used, the only variables changing is the Fiscal Year (3rd character) and the ARC units unique OBAN (14th/15th character)

## **Appendix C: ACC/FMAIO (OCO) POCs**

Please use ACC OCO Org Box: ACCFM.FM.OCO@us.af.mil for all correspondences regarding requests and SharePoint questions.

Mr. Ronald Latham  
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