
Fiscal Year 2025 Year End Dates

From Soil & Water Conservation Program
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Date Tue 4/29/2025 11:55 AM
To DNR.Soil and Water Conservation Districts staff
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Cc DNR.MGS SWC Staff <dnr.swcstaff@dnr.mo.gov>

Fiscal Year 2025 (FY25) will close on June 30, 2025. The program wants to remind districts of important dates concerning FY25 year-end procedures.

District Administrative Expenses and Reports

June 9, 2025	If you have a District Truck, you may request additional administrative funds (Fund 04) for truck expenses if needed. Please send an email with a detailed line-item estimate of remaining 04 fund eligible expenses for this fiscal year to: soil&waterconservationprogram@swcd.mo.gov .
June 30, 2025	All FY25 expenses (including payroll tax liabilities) must be paid on or before.
July 20, 2025	FY25 Fourth Quarter Reports must be submitted to the program office (submit electronically through MoSWIMS).

Cost-Share

MoSWIMS will be locked at 5:00 pm on May 27, 2025, to load FY26 allocations for cost-share. Availability of FY26 funding will allow districts to complete termination date extensions for contracts that have been started. If a district has insufficient funds in a resource concern to complete change orders for time extensions with the FY26 initial allocation, notify Jennifer Pellett at jennifer.pellett@dnr.mo.gov. Board approved contracts for practices not started prior to the established termination date must be cancelled in accordance with cost-share policy contained in Section IV, page 3, of the Cost-Share Handbook.

The FY26 allocations (loaded on May 27, 2025) cannot immediately be used for approval of new contracts. The funding is only available to roll started FY25 contracts into FY26.

In an effort to help ensure contract payments may be processed in timely manner in Fiscal Year 2025 (FY25), please ask suppliers to register in MissouriBUYS powered by MOVERS as soon as possible.

During rollover, all pending contracts will be issued a new contract number as numbering is based on the fiscal year of board approval. A MoSWIMS note will be generated by the system to indicate the old and new contract numbers. Component costs will be updated based upon the FY26 State Cost List.

Here are some important dates to remember:

May 27, 2025 (5:00 p.m.)	MoSWIMS locked to load FY26 cost-share allocations.
June 16, 2025 (midnight)	Contract payments to be paid in FY25 must be at the status of PEND PO FIN on the Contract Event Lookup screen.
June 30, 2025 (5:00 p.m.)	MoSWIMS locked for statewide rollover.
July 14, 2025	Approximate date MoSWIMS will be unlocked.

Reminder: The Program Office will be closed Thursday, June 19th to observe the Juneteenth holiday.

If you have any questions on the information contained in this email, please contact your district coordinator.

Thank you.
Soil and Water Conservation Program

We'd like your feedback on the service you received from the Missouri Department of Natural Resources. Please consider taking a few minutes to complete the department's Customer Satisfaction Survey at <https://www.surveymonkey.com/r/MoDNRsurvey>. Thank you.