

## Beydler, Van

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**Subject:** FW: Fiscal Year 2020 Year End Dates

**From:** Soil & Water Conservation Program <[soil&waterconservationprogram@swcd.mo.gov](mailto:soil&waterconservationprogram@swcd.mo.gov)>

**Sent:** Tuesday, May 19, 2020 9:58 AM

**To:** Soil & Water Conservation Program <[soil&waterconservationprogram@swcd.mo.gov](mailto:soil&waterconservationprogram@swcd.mo.gov)>; DNR.Soil and Water Conservation Districts staff <[dnr.soilandwaterconservationdistrictsstaff@dnr.mo.gov](mailto:dnr.soilandwaterconservationdistrictsstaff@dnr.mo.gov)>

**Cc:** DNR.SWC Staff <[dnr.swcstaff@dnr.mo.gov](mailto:dnr.swcstaff@dnr.mo.gov)>

**Subject:** RE: Fiscal Year 2020 Year End Dates

Fiscal Year 2020 (FY20) will close on June 30, 2020. The program wants to remind districts of important dates concerning FY20 year-end procedures.

### District Administrative Expenses and Reports

June 30, 2020	All FY20 expenses (including payroll tax liabilities) must be paid on or before.
July 20, 2020	FY20 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 26, 2020, to load FY21 allocations for cost-share. Availability of FY21 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 FY21 initial allocation, notify April Brandt at [april.brandt@dnr.mo.gov](mailto:april.brandt@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 FY21 allocations (loaded on May 26, 2020) cannot immediately be used for approval of new contracts. The funding is only available to roll started FY20 contracts into FY21.

In an effort to help ensure contract payments may be processed in timely manner in Fiscal Year 2020 (FY20), please submit the State of Missouri "Vendor Input/ACH- EFT Application" to the Office of Administration 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 June 2020 State Component Average Cost List. Here are some important dates to remember:

May 26, 2020 (5:00 p.m.)	MoSWIMS locked to load FY21 cost-share allocations.
June 19, 2020 (midnight)	Contract payments to be paid in FY20 must be at the status of PEND PO FIN on the Contract Event Lookup

June 30, 2020 (5:00 p.m.)	MoSWIMS locked for statewide rollover.
July 9, 2020	Approximate date MoSWIMS will be unlocked.

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

Thank you.  
Soil and Water Conservation Program

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.