

**MEMORANDUM**  
**2014-019**

DATE: May 21, 2014

TO: All Soil and Water Conservation Districts

FROM: <sup>KS</sup> Ken Struempf, Section Chief  
Soil and Water Conservation Program

SUBJECT: **Component Cost Data Entry into NRCS Actual Cost Database**

The Natural Resources Conservation Service (NRCS) will compile data from the Actual Cost Database on June 2, 2014 for analysis and development of the State Component Average Cost List to be used for Fiscal Years 2015 and 2016 (advance allocation) contracts. Please be sure to enter Soil and Water Conservation Program cost data into the NRCS Actual Cost Database prior to June 2, 2014. Districts will need to coordinate with NRCS staff in their local offices to use a workstation to access the Actual Cost Database at the following link:

[http://fsaintranet.sc.egov.usda.gov/states/mo/moi/Web\\_Aps/nrcs/actual\\_cost/mainmenu.asp](http://fsaintranet.sc.egov.usda.gov/states/mo/moi/Web_Aps/nrcs/actual_cost/mainmenu.asp)  
Please email Lauren Cartwright ([lauren.cartwright@mo.usda.gov](mailto:lauren.cartwright@mo.usda.gov)) with questions or issues that may arise regarding entry of component cost data into the NRCS Actual Cost Database.

As in past years, component cost data can be entered into the Actual Cost Database by NRCS, Farm Service Agency (FSA), and Soil and Water Conservation District staff at any time during the year. Data entered helps establish state average costs used in state and federal cost-share. It is important that districts enter accurate cost data, because this influences the amount of state cost-share payment.

It is recommended that districts enter a minimum of three entries from actual receipts for each component used in state cost-share contracts. If a component was used fewer than three times, staff should enter all receipt data available for that component. Districts can run the Component Utilization report in MoSWIMS to determine specific components used for cost-share. For example, to determine which contracts used PVC 1 ½ inch pipe (component number 155), the report would identify the contracts that included that component, in order to assist the district in locating invoices.

The program office has received several comments from districts regarding the state average cost of Earthmoving components. Some components have had few entries in the Actual Cost Database, and some of the components have had discrepancies in the cost data entered. The program office requests that districts review the component definitions and make several entries for actual cost data for the following components:

<b>COMPONENT NUMBER</b>	<b>COMPONENT NAME</b>	<b>UNITS</b>
3	Grading & Shaping Light CAT	acre
4	Grading & Shaping Medium CAT	acre
5	Grading & Shaping Heavy CAT	acre
16	Terrace Broadbase parallel w/ closed outlet (UGO)	linear feet
17	Terrace Broadbase parallel w/ open outlet (WW)	linear feet
18	Terrace Narrowbase w/ closed outlet (UGO)	linear feet
19	Terrace Narrowbase w/ open outlet (WW)	linear feet
20	Terrace Steep Backslope w/ closed outlet (UGO)	linear feet
21	Terrace Steep Backslope w/ open outlet (WW)	linear feet
23	Waterway	acre
24	Waterway (2)	cubic yard

If you have any questions regarding this memo, please contact your district coordinator. Thank you.

KS:abd