JPA/IGA 10-067I
AG Contract NO: P00120103933
ADOT Project No: M5106 01X
& M5106 02X

AMENDED AND SUPERSEDED MEMORANDUM OF AGREEMENT BETWEEN THE ARIZONA DEPARTMENT OF TRANSPORTATION, FEDERAL HIGHWAY ADMINISTRATION, ARIZONA DIVISION OFFICE AND THE UNITED STATES ARMY CORPS OF ENGINEERS' LOS ANGELES DISTRICT CONCERNING FUNDING FOR THE DEPARTMENT OF THE ARMY PERMIT PROCESS ON PRIORITY FEDERAL-AID HIGHWAY PROJECTS

THIS AMENDED AND SUPERSEDED MEMORANDUM OF AGREEMENT ("AMENDED MOA") is entered into as of this day 18 of MARCH, 2013, between the U.S. Army Corps of Engineers' Los Angeles District (hereinafter the "Corps"), Federal Highway Administration, Arizona Division Office (hereinafter the "FHWA"), and the Arizona Department of Transportation (hereinafter the "ADOT"), collectively, referred to herein as the "Parties."

RECITALS

WHEREAS, the Parties entered into a Memorandum of Agreement ("Original MOA") effective June 18, 2012 concerning funding for the Department of the Army permit process on priority Federal-aid highway projects; and

WHEREAS, the Parties wish to amend and supersede the Original MOA in its entirety; and

WHEREAS, the Corps has regulatory jurisdiction over certain activities occurring in waters of the United States, including wetlands; and

WHEREAS, because of Federal-aid transportation funding increases under the Moving Ahead for Progress in the 21st Century ("MAP-21"), Public Law 112-141, ADOT substantially increased the number of transportation projects the Corps must review pursuant to 33 U.S.C. 1344 (Section 404 of the Clean Water Act of 1972 ("CWA")), as amended and 33 U.S.C. 403 (Section 10 of the River and Harbor Act of 1899 ("RHA")); and

WHEREAS, the Corps has indicated that, due to staff resource constraints, it is currently unable to provide ADOT with priority review for permitting decisions for the increased number of Federal-aid transportation projects pursuant to its responsibilities; and

WHEREAS, ADOT desires the Corps to increase its level of early involvement during the project planning and development process, so that final Corps reviews will not constitute an unexpected delay in ADOT project implementation; and

WHEREAS, 23 U.S.C. 139(j) [Section 6002 of the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU)], allows ADOT to furnish Federal-Aid Highway Program ("FAHP") funds to the Corps to expedite the processing of environmental documents for permit decisions for priority transportation projects, and

WHEREAS, this AMENDED MOA is intended to (1) enable the Parties to fully consider, address, and protect environmental resources early in the development of proposed transportation actions; (2) avoid conflicts late in project development through close coordination during early transportation planning and development stages; (3) provide sufficient information to the Corps for timely analysis of project effects and to assist ADOT in developing appropriate mitigation measures; (4) maximize the effective use of limited Corps personnel resources by focusing attention on projects that would most affect aquatic resources; (5) provide a mechanism for expediting project coordination when necessary; and (6) provide procedures for resolving disputes in this resource partnering effort, and

WHEREAS, the FHWA has indicated and agrees that the State's apportioned Federal-aid highway funds can be used to support this AMENDED MOA.

NOW, THEREFORE, the Parties agree as follows:

AGREEMENT

Article I. PURPOSE AND AUTHORITIES

A. This AMENDED MOA is entered into by the Parties for the purpose of establishing the responsibilities of the Parties relative to priority review of FAHP-funded projects with the goal of achieving timely design and implementation of highway improvements while also assuring such design and implementation is sensitive to the protection of aquatic resources for which the Corps is responsible under Federal statute and regulation. This AMENDED MOA is not intended as the exclusive means of obtaining review of projects proposed by ADOT. This AMENDED MOA is a vehicle by which ADOT may obtain expedited review of FAHP-funded projects designated as priorities, outside of the ordinary Corps review process.

B. ADOT enters into this AMENDED MOA pursuant to Arizona Revised Statute section 28-401 and other relevant Arizona law and 23 U.S.C. 139(j) (Section 6002 of SAFETEA-LU).

C. The Corps enters into this AMENDED MOA pursuant to 23 U.S.C. 139(j) (Section 6002 of SAFETEA-LU).

D. FHWA enters into this AMENDED MOA pursuant to 23 U.S.C. 139(j) (Section 6002 of SAFETEA-LU).

Article II. SCOPE OF WORK

A. Activities that the Corps may pursue under this AMENDED MOA are restricted to actions taken under Corps regulatory authority that will expedite processing of environmental permits required by ADOT in furtherance of FAHP funded projects in accordance with the mandates of 23 U.S.C. 139(j), to facilitate permit application review in less than the customary time necessary for such review. Said processing shall include a full consideration of all relevant and applicable environmental laws and regulations. In no way shall it be construed or implied that the Parties intend to abrogate by entering into this AMENDED MOA any obligations or duties to comply with applicable Federal or state

laws, regulations, guidance, policies and procedures. Use of such funds will not affect the impartial decision-making of the Corps either substantively or procedurally.

B. The Corps' Regulatory Program is funded as a Congressionally appropriated line item in the annual Federal budget. ADOT will provide the Corps with funds in accordance with 23 U.S.C. 139(j). The Corps will provide one full-time Regulatory Program Manager qualified at grade GS-11 as described in **Attachment C**, exclusively dedicated to expediting permit evaluation-related services, as described in Article II.D, below, for ADOT-designated priority projects to support efficient decision-making related to ADOT's permitting needs.

C. The Corps will establish a separate internal financial account to track receipt and expenditure of the funds associated with its review of permit applications submitted by ADOT. The Corps full-time Regulatory Program Manager will charge his or her time and expenses against the account when they perform work to either expedite permit evaluation related requests designated by ADOT as a priority or undertake other programmatic efforts to support efficient decision-making related to ADOT's permitting needs. Corps Regulatory personnel will focus on permit approvals prioritized by ADOT; however, if no or less than three projects are designated by ADOT as a priority, Corps regulatory personnel will then work on other programmatic efforts, and assist with staff training for ADOT.

D. Funds contributed by ADOT hereunder will be expended by the Corps to defray the costs of the funded Regulatory Program Manager (including salary, associated benefits, overhead and travel expenses) and other costs in order to expedite the evaluation of priority permit applications designated by ADOT. Such activities will include, but not be limited to, the following: jurisdictional determinations; site visits; travel; federal register preparation; public notice preparation and distribution; public hearings; preparation of correspondence; public interest review; preparation and review of environmental documentation; meetings with ADOT and resource agencies; training for ADOT employees, partners and contractors; and any other permit evaluation related responsibilities that may be mutually agreed upon.

E. If the funds provided by ADOT are expended and not replenished, any remaining priority permit applications will be handled like those of any permit applicant.

Article III. INTERAGENCY COMMUNICATIONS

To provide for consistent and effective communication between the Parties, each party will appoint a Principal Representative to serve as its central point of contact on matters relating to this AMENDED MOA. Additional representatives may also be appointed to serve as points of contact on specific actions or issues. Each party will issue a letter to the other designating the Principal Representative for each party within fifteen (15) calendar days of AMENDED MOA execution. The Principal Representative for each party may be changed upon written notification to the other parties.

Article IV. RESPONSIBILITIES OF THE PARTIES

A. The Corps shall supplement, and not supplant, its existing Regulatory Program personnel, who currently review ADOT projects on a routine basis, with one qualified full-time Regulatory Program Manager at grade GS-11 as described in **Attachment C**, within projected funding levels provided by ADOT. The Corps shall use the funds provided to defray the costs of salaries and associated benefits and to reimburse travel expenses in order to:

1. Expedite review of ADOT's FAHP-funded priority projects in accordance with the purpose, terms, and conditions of this AMENDED MOA. ADOT will provide and update the list of

priority projects as needed. The Corps shall not redirect resources from, or otherwise postpone, other non-priority projects submitted by ADOT through the standard Corps review process.

2. Actively participate in ADOT scoping, planning, and project development meetings and field reviews, when requested, to identify critical issues, key decision points, and potential conflicts as early as possible. Participation includes sharing, when appropriate, the most current information to ensure that good transportation decisions result. The level of participation will be determined by the project's relative priority, as identified by ADOT, as well as the Corps' current and projected workload of priority projects and activities.

3. Participate with other federal, state, and local agencies in the concurrent and proactive review of transportation projects and provide any concurrences or recommendations, as required. The level of participation will be determined by the project's relative priority, as identified by ADOT, as well as the Corps' current and projected workload of priority projects and activities.

4. Participate in transportation planning meetings, their related activities, and the review of the environmental elements of any planning documents, as requested. The level of participation will be determined by the project's relative priority, as identified by ADOT, as well as the Corps' current and projected workload of priority projects and activities.

5. As appropriate, use a coordinated process to review draft and final environmental impact statements and other environmental documents, and provide timely agency comments.

6. Explore potential programmatic permitting approaches to facilitate reduced processing time.

7. Provide quarterly status updates on Corps decisions or pending actions that will affect ADOT.

8. Perform other related priority tasks, such as early project scoping/coordination as requested by ADOT and agreed to by the Corps.

9. Review application packages for completeness and notify ADOT within 15 calendar days of receipt if application is incomplete.

10. Provide periodic CWA section 404 permit training for ADOT employees, partners, consultants, and contractors.

11. Attend periodic application status meetings with ADOT as necessary.

12. Provide ADOT with quarterly accounting records of actual account of expenditures for salaries, benefits, travel and indirect costs as drawn against advance state payment in support of work contemplated by this AMENDED MOA.

B. ADOT will provide $169,313.65 to fund Corps Regulatory personnel for the purpose of timely review of selected FAHP-funded priority projects and other identified activities. To facilitate the Corps' reviews and activities, ADOT will:

1. Identify individual projects and other activities requiring priority involvement by the Corps under this AMENDED MOA. The list of projects will be reviewed and revised by ADOT as

necessary.

2. Actively engage the Corps personnel in ADOT scoping, planning, and project development through various means, including, but not limited to, meetings, field visits, conference calls, video teleconferencing, and electronic correspondence.

3. Provide adequate information regarding projects and other specific activities. Provide sufficient information and time to the Corps, on projects requiring authorization by standard individual permit, for the timely determination of project purpose statements and range of alternatives, analysis of project effects, determination of the least environmentally damaging practicable alternative, and development of appropriate mitigation measures. Upon request, provide supplemental information necessary to assure that the Corps can effectively accomplish the tasks listed in Article IV. A. above.

4. In consultation with the Corps, recommend realistic timelines for the Corps' involvement.

5. Maintain a single focal point of contact at ADOT for general coordination with the Corps, arranging pre-application meetings, submittal of Department of the Army permit applications, and other requests for regulatory action.

6. Attend periodic application status meetings with the Corps, as necessary.

7. Participate, to the extent allowable, and in training provided by the Corps pursuant to Article IV.A.10 above.

8. Program a FAHP project to track costs contemplated by this AMENDED MOA.

9. Provide advance payments as contemplated by this AMENDED MOA.

C. FHWA will:

1. Approve programming a FAHP project to accomplish the work contemplated by this AMENDED MOA at the applicable federal-aid reimbursement rate.

2. Within 3 days after receiving an invoice from ADOT, reimburse ADOT for the total amount of Federal share payable for any project programmed (including advance payments) to support this AMENDED MOA.

3. In the event FHWA fails to fulfill the obligations set forth in this AMENDED MOA or withdraw its proposed plans for whatever reason, the FHWA shall, subject to the availability of funds, be responsible for all costs incurred by the ADOT up to the time of withdrawal, unless the reason for the FHWA failure or cancellation is due to ADOT's failure to comply with its obligations hereunder.

D. Performance Measures

1. ADOT and the Corps have agreed to a set of performance measures to monitor activities under this AMENDED MOA. These performance measures are included as **Attachment A** to this AMENDED MOA and incorporated herein by reference.

2. These performance measures may be revised by mutual agreement of ADOT and the Corps without necessitating a formal amendment to this AMENDED MOA.

Article V. FUNDING

A. Within 60 days of execution of this AMENDED MOA and prior to the Corps incurring any expenditure to expedite permit evaluation-related activities as specified in this AMENDED MOA, funds shall be provided by ADOT to the Corps in the amount of $ 42,328.41to cover a period of three months of the Corps' budget estimate, which is included as **Attachment B** to this AMENDED MOA and incorporated herein by reference. Payments by ADOT are to be made by check, wire transfer, or electronic funds transfer as follows:

1. For checks, the payment shall be mailed to:

U.S. Army Corps of Engineers, Los Angeles District
Finance and Accounting Officer
P.O. Box 532711
Los Angeles, CA 90053-2325
Attn: Carlos M. Tabares

2. For electronic funds transfers, payment shall be made in accordance with Standard Operating Procedure ("SOP") UFC 08 (**Attachment D**).

3. For wire transfers, payment shall be made in accordance with SOP UFC 07 (**Attachment E**). Paragraph 4a of this SOP refers to this AMENDED MOA instead of a Project Cooperation Agreement.

B. At the end of the calendar month in which the Corps received the advance payment specified in Article V.A. above and at the end of the calendar month of each month thereafter while this AMENDED MOA remains in effect, the Corps will invoice ADOT for an advance payment for the next month in the amount equal to what the Corps expended during the prior calendar month. Payment shall be made within a reasonable period of time after ADOT receives the invoice (not to exceed 30 calendar days) in the same manner as provided in Article V.A. above. Invoices shall be submitted by the Corps to:

Mr. Paul O'Brien
Arizona Department of Transportation
Manager, Environmental Planning Group
1611 W Jackson Street; Mail Drop EM02
Phoenix, AZ 85007

C. If the Corps' actual costs for providing the agreed upon level of service will exceed the amount of funds available, the Corps will notify ADOT prior to fund exhaustion of the incremental amount of funds needed to defray the remaining anticipated costs.

D. No later than July 31, 2013, and July 31 of each subsequent year that this AMENDED MOA remains in effect, the Corps and ADOT will discuss the Corps' anticipated costs to be incurred for the next Federal fiscal year, including any step-increase and locality adjustments. Revisions agreed to by ADOT and the Corps will be incorporated into a revised budget estimate, without necessitating a formal revision or amendment to this MOA. No later than August 30, 2013 and August 30 of each subsequent year that this AMENDED MOA remains in effect, the Corps will provide a written request to ADOT for the total amount specified in the revised budget estimate.

E. The Corps will carry over any unexpended and unobligated funds from year to year. In

the event any funds remain unexpended and unobligated when this AMENDED MOA is terminated or expires, the Corps will refund such unexpended and unobligated funds to ADOT.

Article VI. APPLICABLE LAWS

The applicable statutes, regulations, directives, and procedures of the United States will govern this AMENDED MOA and all documents and actions pursuant to it. Unless otherwise required by law, all expediting of permit applications undertaken by the Corps will be governed by Corps regulations, guidance, policies and procedures.

Article VII. DISPUTE RESOLUTION

In the event of a dispute, the Parties agree to use their best efforts to resolve the dispute in an informal fashion through consultation and communication, or other forms of non-binding alternative disputes resolution mutually acceptable to the Parties. The Parties agree that, in the event such measures fail to resolve the dispute, they shall proceed in accordance with applicable Federal law.

Article VIII. PUBLIC INFORMATION

Justification and explanation of FHWA and/or ADOT programs or projects before other agencies, departments and offices will not be the responsibility of the Corps. The Corps may provide, upon request from ADOT or the FHWA, any assistance necessary to support justification or explanations of activities conducted under this AMENDED MOA. In general, the Corps is responsible only for public information regarding Corps Regulatory activities. ADOT and/or FHWA will give the Corps advance notice before making formal, official statements regarding Corps activities funded under this AMENDED MOA.

Article IX. AMENDMENT, MODIFICATION AND TERMINATION

A. This AMENDED MOA may be modified or amended only by written, mutual agreement of the Parties.

B. Any Party may terminate this AMENDED MOA without cause upon thirty (30) days' written notice to the other Parties. In the event of termination, ADOT will continue to be responsible for all costs incurred by the Corps in performing expedited environmental permit review services up to the time of notice and for the costs of closing out any ongoing contracts in support of the provision of services by the Corps under this AMENDED MOA.

C. Within sixty (60) calendar days of termination, or the expiration of the AMENDED MOA, the Corps shall provide ADOT with a final statement of expenditures. Within sixty (60) calendar days after submittal of the Corps' final statement of expenditures, the Corps, subject to availability of funds, shall remit to ADOT any unobligated or unexpended funds.

Article X. MISCELLANEOUS

A. This AMENDED MOA will not affect any pre-existing or independent relationships or obligations between the Parties.

B. The Corps' participation in this AMENDED MOA does not imply endorsement of ADOT projects nor does it diminish, modify, or otherwise affect Corps statutory or regulatory authorities.

C. If any provision of this AMENDED MOA is determined to be invalid or unenforceable, the remaining provisions will remain in force and unaffected to the fullest extent permitted by law and regulation.

D. This AMENDED MOA, including any documents incorporated by reference or attachments thereto, constitute the entire agreement between the Parties. All prior or contemporaneous agreements, understandings, representations and statements, oral or written, are merged herein and shall be of no further force or effect.

Article XI. EFFECTIVE DATE AND DURATION

This AMENDED MOA and any amendments will become effective on the date of signature by the last Party, and the signing and dating of the Determination Letter by the Arizona State's Attorney General. ADOT shall provide written notice to the Corps and FHWA of the occurrence of the latter event. Unless amended or modified pursuant to Article IX.A., this AMENDED MOA shall remain in force until whichever of these events occurs first: 1) September 30, 2017; or 2) the AMENDED MOA is terminated pursuant to Article IX.B.

IN WITNESS WHEREOF, the Arizona Department of Transportation, acting by and through its authorized officer, the State Engineer, the U.S Army Corps of Engineers, acting by and through its authorized officer, the District Engineer, and the Federal Highway Administration, acting by and through its authorized officer, the Division Administrator, executes this AMENDED MOA.

ARIZONA DEPARTMENT OF TRANSPORTATION

Dallas Hammit, P.E.
Deputy State Engineer, Development

Date: 2/21/2013

U.S. ARMY CORPS OF ENGINEERS,
LOS ANGELES DISTRICT

R. Mark Toy, P.E.
Colonel, US Army
Commander and District Engineer

Date: 18 MAR 2013

FEDERAL HIGHWAY ADMINISTRATION,
ARIZONA DIVISION OFFICE

Karla S. Petty
Division Administrator

Date: 3/4/2013

Attachment A

Performance Measures

For the measures listed below, ADOT and the Corps are expected to achieve the identified objective, for those projects designated as a priority by ADOT, unless ADOT and Corps have mutually agreed to extend the timeframe.

Performance Objective	**Performance Measure**
• When appropriate, the ADOT staff will utilize the Nationwide Permit (NWP) Information Form to ensure a complete Department of the Army permit application is received, which in turn is expected to expedite the Corps' permit review process.	The NWP Information Form shall be utilized at least 90% of the time.
• Upon initial receipt of a permit application, the Corps will notify ADOT within fifteen (15) calendar days if additional information is necessary to deem the application complete.	The Corps shall provide such notification within the stated time frame at least 85% of the time.
• Standard Individual Permits will be processed within sixty (60) days of a complete application, with the exception of those that are delayed due to: absence of CWA Section 401 certification; Section 7 of the Endangered Species Act (ESA) consultation(s); Section 106 of the National Historic Preservation Act (NHPA) consultations; untimely submittal of information or comments from ADOT; an extended comment period for the PN; and/or other environmental review processes with statutory time frames (e.g., Environmental Impact Statement).	The Corps shall meet the stated objective at least 90% of the time.
• General Permits, including Nationwide Permits, will be processed within 45 calendar days, with the exception of those that are delayed due to the absence of CWA Section 401 certification, Section 106 of the NHPA and/or Section 7 of the ESA.	The Corps shall meet the stated objective at least 90% of the time.

Attachment B

Corps' Budget Estimate
GS-11 Project Manager in Phoenix,
Arizona

	Yearly	Monthly
Salary	$162,313.65	$13,526.14
Travel	$1,000.00	$83.33
Administrative costs	$6,000.00	$500.00
Total:	$169,313.65	$14,109.47

Three month estimate: $42,328.41

Attachment C

Professional Standards for Supplemental Staff

One (1) full time employee, or equivalent, with experience and/or education in engineering, biology, natural resources, or other related environmental science. Working knowledge of Section 404 of the (Federal) Clean Water Act, Section 10 of the Rivers and Harbors Act or 1899, the National Environmental Policy Act, the (Federal) Endangered Species Act, and the National Historic Preservation Act is essential. In addition, the ability to travel, occasionally overnight, is mandatory (temporary duty may constitute 10-20% of the employee's time). This employee will be qualified to be paid under the Federal White Collar Pay Schedule at the GS-11 or GS-12 level.

Attachment D

DEPARTMENT OF THE ARMY
U.S. ARMY CORPS OF ENGINEERS
FINANCE CENTER
5722 INTEGRITY DRIVE
MILLINGTON TENNESSEE 38054-5005

CEFC-FD
SOP No. UFC-08

1 June 2004
Revised 1 April 2006

STANDING OPERATING PROCEDURES
ELECTRONIC FUNDS TRANSFERS TO THE CORPS

1. **PURPOSE.** To Standing Operating Procedure (SOP) provides procedures for utilizing Electronic Funds Transfer (EFT) and the Automated Clearing House (ACH) networks in lie of mailing a check for payment to the Corps.

2. **APPLICABILITY.** The provisions of this SOP apply to the USACE Finance Center (UFC) and activities supported by the UFC.

3. **REFERENCE.** SOP No. UFC-03, Collection/Deposit Procedures.

4. **PROCEDURES.** When a Corps customers wishes to use EFT or ACH processes to transfer of cash contributions in lieu of mailing a check to the UFC, the enclosed procedures must be followed to ensure accurate and timely credit for the funds transferred.

a. The customer must notify the supported activity F&A Officer or Project Manager in advance of the pending cash transfer. **The customer's notification should include the date of the transfer, amount, type of transfer (CCD+ or CTX format), and any other known data that will be used to identify the transfer.** The customer's financial institution will transfer the funds via the ACH network using the Cash Concentration or Disbursement Plus (CCD+) or Corporate Trade Exchange (CTX) formats of transactions. The required data elements for these types of transactions are provided in the enclosures.

b. Upon notification from the customer or the Project Manager of the pending EFT, the supported activity F&A Officer must enter a Collection Receiving Officer Voucher (ROV) in CEFMS. All EFT collection vouchers must be submitted to the UFC Disbursing Division using Form UFC-DISB-1 (available at: http://fc.ufc.usace.army.mil/forms/a-ufcdisb1.pdf). There should only be one EFT transaction per ROV and no other transactions should be attached to an ROV established for EFT purposes.

c. In addition to the enclosed format instructions, the F&A Officer or the Project manager must also provide the following information to the customer for the EFT transfer:

(1) The District/Division/Laboratory/RBC two-digit EROC
(2) The CEFMS ROV number
(3) The Advance Account or Local Cost Share Number

5. **Ca$hLink II Agency Access System.** Ca$hLink II is an on-line U.S. Treasury system that allows the UFC to access and confirm our deposit information the next working day after the EFT is posted. The UFC monitors the Ca$hLink II system daily. Upon verification of the EFT transfer in Ca$hLink II, the UFC will certify the ROV and confirm the deposit. Funds will be available immediately after the deposit confirmation.

The UFC will not require any additional documentation from the supported activity or the customer provided all required documentation identified above is provided. **If an EFT transaction is received via Ca$hLink II that cannot be identified, it will be rejected back to the sender.** Before rejecting an EFT, the UFC will research and try to determine the proper supported activity and CEFMS account to update. For those EFT transactions rejected by the UFC, the financial institution (bank) that initiated the EFT will notify the customer (sender) of the rejected transaction.

6. **CHANGES.** Refer all discrepancies, comments or questions regarding this SOP to the Chief, Disbursing Division, Directorate of Finance (CEFC-FD) 901-874-8648.

FOR THE DIRECTOR:

Shirley Lee Autry

Encls

SHIRLEY L. AUTRY
Deputy Director, Finance

U.S. ARMY CORPS OF EINGEERS FINANCE CENTER
Electronic Funds Transfer
Customer Implementation Data Sheet

ACH CCD+ Format

DATA Element Name	Contents	Size	Position
* Record Type Code	6	1	01-01
* Transaction Code	22	2	02-03
* Receiving ABA	05103670	8	04-11
* Check Digit	6	1	12-12
* Account Number	220025	17	13-29
Payment Amount	Amount of Payment ($$$$$cc)	10	30-39
Identification Number	Optional	15	40-54
* Receiver Name	USACE Finance Center	22	55-76
** Discretionary Data	EROC Code of Corp Office	2	77-78
Addenda Indicator	1 (addenda present)	1	79-79
Trace Number	Assigned by Remitter's Bank	15	80-94

ADDENDA RECORD FORMAT

DATA Element Name	Contents	Size	Position
* Record type Code	7	1	01-01
* Addenda Type Code	05	2	02-03
*** Payment Related Data	ROV #/Account #;EROC	80	04-83
Sequence Number	Addenda number starting at 0001	4	84-87
Addenda Trace Number	Same as the last 7 numbers of the detail trace number	7	88-94

* Data remains same for every transaction

** EROC Code of Corps District

*** Data supplied by Corps District to Customer - If data is not present, transaction will be rejected

U.S. ARMY CORPS OF EINGEERS FINANCE CENTER
Electronic Funds Transfer
Customer Implementation Data Sheet

ACH CTX Format

DATA Element Name	Contents	Size	Position
* Record Type Code	6	1	01-01
* Transaction Code	22	2	02-03
* Receiving ABA	05103670	8	04-11
* Check Digit	6	1	12-12
* Account Number	220025	17	13-29
Payment Amount	Amount of Payment ($$$$$cc)	10	30-39
Identification Number	Optional	15	40-54
Number of Addenda	Number of Addenda Records attached	4	55-58
* Receiver Name	USACE Finance Center	22	59-74
Reserved	Blank	2	75-76
** Discretionary Data	EROC Code of Corp Office	2	77-78
Addenda Indicator	1 (addenda present)	1	79-79
Trace Number	Assigned by Remitter's Bank	15	80-94

ADDENDA RECORD FORMAT

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Sequence Number	Addenda number starting at 0001	4	84-87
Addenda Trace Number	Same as the last 7 numbers of the detail trace number	7	88-94

* Data remains same for every transaction

** EROC Code of Corps District

*** Data supplied by Corps District to Customer - If data is not present, transaction will be rejected

Attachment E

DEPARTMENT OF THE ARMY
US ARMY CORPS OF ENGINEERS
FINANCE CENTER
5722 INTEGRITY DRIVE
MILLINGTON TENNESSEE 38054-5005

CEFC-FD
SOP No. UFC-07

1 June 2004
Revised: 1 April 2006

STANDING OPERATING PROCEDURE
WIRE TRANSFER OF FUNDS

1. **PURPOSE.** This Standing Operating Procedure (SOP) provides procedures to follow in order to deposit funds into an advance account or a cost sharing account through use of Wire Transfer.

2. **APPLICABILITY.** This SOP applies the USACE Finance Center (UFC) and activities supported by the UFC.

3. **REFERENCE.** SOP No. UFC-03, Collection/Deposit Procedures.

4. **PROCEDURES.** When a customer wishes to use wire transfer procedures to transfer funds to the Corps, the enclosed wire transfer procedures must be followed to ensure accurate and timely credit for funds transferred.

a. The customer must notify the supporting F&A Officer in advance of a transfer providing the date of the transfer, amount and the applicable Project Cooperation Agreement (PCA) number or advance account number the funds are intended for. The sponsor must wire the funds through the Federal Reserve Bank of New York using a Type 1000, Structured Third Party Funds Transfer Message to transfer the funds to the UFC. The data needed by the customer's sponsor bank is provided as enclosure 1.

b. When notification from the customer is received by the F&A Officer, a Collection Receiving Office Voucher (ROV) must be created in CEFMS. All wire transfer collection vouchers must be submitted to the UFC Disbursing Division using the UFC-DISB-6 Form (enclosure 2). The supported F&A Officer must ensure that all information on the form is provided and forwarded to the UFC arriving in advance of the transfer. There should only be one wire transfer for each ROV.

5. **Ca$hLink II Agency Access System.** Ca$hLink II is an on-line U.S. Treasury system that allows the UFC to access and confirm our deposit information the next working day after the wire transfer is posted. The UFC monitors the Ca$hLink II system daily. Upon verification of the wire transfer in Ca$hLink II, the UFC will certify the ROV and confirm the deposit. Funds will be available immediately after the deposit confirmation.

The UFC will not require any additional documentation from the supported activity or the customer provided all required documentation identified above is provided. **If a wire transfer is received via Ca$hLink II that cannot be identified, it will be rejected back to the sender.** Before rejecting a wire transfer, the UFC will research and try to determine the proper supported activity and CEFMS account to update. For those wire transfers rejected by the UFC, the financial institution (bank) that initiated the transfer will notify the customer (sender) of the rejected transaction.

6. **CHANGES.** Refer all discrepancies, comments or questions regarding this SOP to the Chief, Disbursing Division, Directorate of Finance (CEFC-FD) 901-874-8648.

FOR THE DIRECTOR:

Shirley Lee Autry

SHIRLEY L. AUTRY
Deputy Director, Finance

Encls

TYPE 1000, STRUCTURED THIRD PARTY FUNDS TRANSFER MESSAGE
(Information Provided by Customer when Making Transfer)

KEY FIELDS - 1000 FUNDS TRANSFER

FIELD NAME	LENGTH	VALUE
Receiver-dfi#	9	021030004 (Standard)
Type-subtype-code	4	1000
Sender-dfi #	9	Sender ABA-number (Bank Routing No.)
Sender-ref-#	16	Filled by sender (Use PCA No.)
Amount	18	Use dollar sign, commas, and decimal point
Sender-dfi-info	80	Filled by sender
Receiver-dfi-info	80	TREAS NYC/CTR/BNF=/AC-00008736

NOTE: THE RECEIVER-DFI-INFO FIELD IS OF CRITICAL IMPORTANCE. IT MUST APPEAR IN THE PRECISE MANNER SHOWN TO ALLOW FOR THE AUTOMATED PROCESSING AND CLASSIFICATION OF THE FUNDS TRANSFER MESSAGE.

Free-text-line-1	80	Filled in by sender
Free-text-line-I	80	Filled in by sender
Free-text-line-1	80	Filled in by sender

WIRE TRANSFER ONLY

RECEIVING VOUCHER ROUTING SLIP

Date Receiving Voucher Entered Into CEFMS: _____

Authorized Collector's Name: _____

District: _____

PCA#, Advance Account Number, Local Cost Share Number: _____

Sponsor Name: _____

CEFMS Receiving Voucher Number: _____

Date of Transfer: _____

Amount of Transfer: _____

If you have any questions please contact the Disbursing Division at (901) 874-8432.

FORM: UFC-DSIB-6 (Rev. April 2006)