

U.S. Department of the Treasury

# KFC Dispatch

Winter 2015

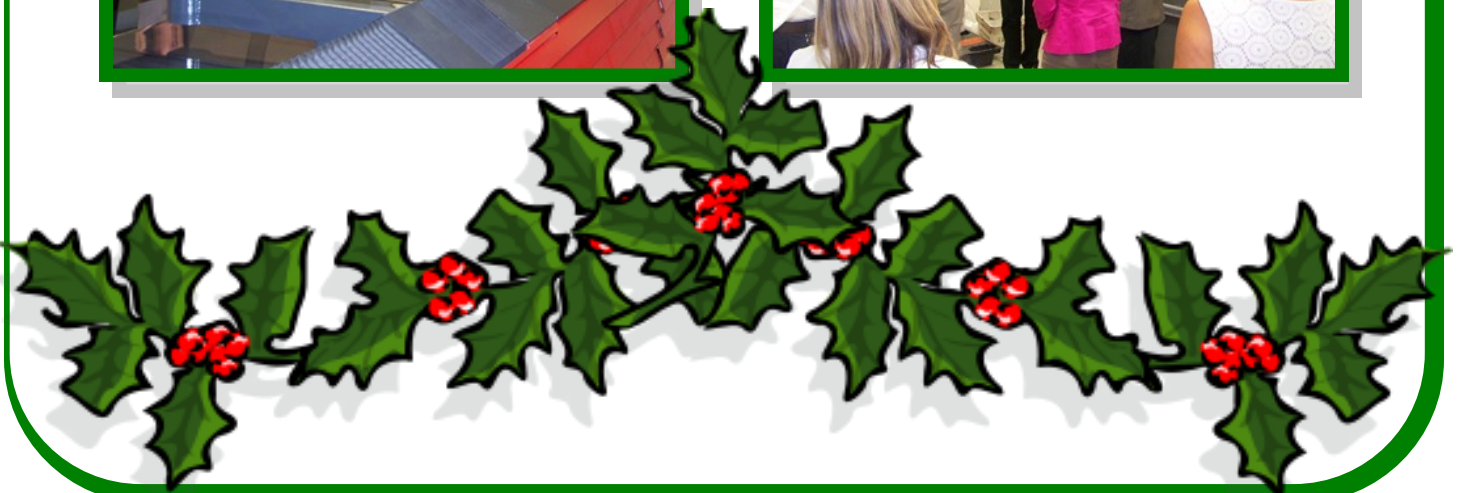
Kansas City Financial Center

## Office of the Special Trustee Visits Kansas City.

On June 9<sup>th</sup>, representatives from OST (Office of the Special Trustee for American Indians) visited the Kansas City Financial Center to observe the printing of that agency's monthly Statements of Performance. The initial run of monthly statements marked the completion of another phase in the transition of OST's payment and print work to the KFC.

OST maintains accounts for the government-managed trust assets of American Indian tribes and of individual Indian monies (IIM). Each quarter, OST provides IIM and Tribal Statements of Performance to their account holders, and OST has worked with the KFC over the past two years to transition this critical work of OST to the Payment and Mail Operations Branch (PMOB).

OST and KFC have developed a terrific working relationship through several payment and printing transition phases—with more to come, ahead.





## Fiscal Service Welcomes Washington Headquarters Services

While it's a number of miles between Kansas City and Washington, the distance didn't keep the respective staffs from Defense Department's Washington Headquarters Services (WHS) and the Kansas City Financial Center (KFC) from building a great working relationship. In October 2015, WHS disbursed their first payments directly through Treasury, following a nine month transition effort.

Congratulations and many thanks go to the WHS and KFC project team members who were committed to the effort and worked so effectively and diligently to make it a success. In fact, KFC staff from the Secure Payment System (SPS) stationed in downtown Washington, DC, crossed the Potomac River to WHS offices to assist with the setup and implementation of SPS. Later, when issues arose during implementation, WHS staff repaid the effort by crossing back over the river to Fiscal Service's Liberty Center Building a few times to get on-site support from SPS staff. As the project continued, the team worked together across a number of organizations and geographic locations to resolve file transmission and connectivity hurdles. These are just a few examples of the teamwork and collaboration demonstrated by the project team as WHS transitioned to disbursing through Treasury.

The excellent relationships KFC enjoys with its customers reflect the appreciation and respect both sides have for each other's mission, knowledge and experience, and commitment to public service. Treasury looks forward to continuing to support WHS with its important work into the future.

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## Mark Your Calendar –

### 2016 Fiscal Service Advisory Council (FSAC) Payments Forum

The Bureau of the Fiscal Service, Payment Management is hosting the FSAC Payments Forum on June 14 – 15, 2016 in Kansas City, Missouri. The forum provides a unique opportunity for agencies to hear first-hand updates related to federal government payment products, services, and initiatives. Please take this opportunity to join us and to stay apprised of the future direction of payments.

We will be reaching out soon for topic and agenda suggestions; however, in the meantime if you have questions or agenda suggestions please email: [KFC.Customersupport@fiscal.treasury.gov](mailto:KFC.Customersupport@fiscal.treasury.gov)

Meeting details coming soon...look for updates to the 2016 FSAC Payments Forum at Fiscal Service website under Upcoming Events:  
[https://www.fiscal.treasury.gov/fstraining/events/fs\\_upcomingevents.htm](https://www.fiscal.treasury.gov/fstraining/events/fs_upcomingevents.htm)

**We look forward to seeing you in June!**

Sun.	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.
<b>June 2016</b>						
			1	2	3	
5	6	7	8	9		11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	Notes:	



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## **New Certifying Officer Training from Fiscal Service for Certifying Officers and the Federal Payments Community**

The Bureau of the Fiscal Service is releasing a new training resource for federal agency certifying officers (COs). Based upon input from the federal payments community, Fiscal Service is enhancing training resources as part of the effort to improve the tools available for COs and those involved in payment-related activities throughout the federal government. In addition to the training, the “Certifying Officer Reference Guide” is another resource developed for newly appointed certifying officers as well as those who currently hold the position, and is a supplement to the instructions in the Treasury Financial Manual (TFM) Volume 1, Part 4A, Chapter 3000.

The new CO training offers visually enhanced computer-based training modules designed for ease of understanding, navigation, and future reference. Fiscal Service developed the training with the vision of providing an on-demand resource for all responsible officers and anyone involved in making federal payments. The course is comprehensive and provides a certificate upon completion.

Federal disbursements through Treasury exceed \$3 trillion annually and the American public expects those payments to be made appropriately, legally, and with fiscal integrity. This is why the federal payment process relies on a CO at the front end of the process: not only is the CO needed to process a payment, but the CO role directly supports the integrity behind the payment. Given the importance of the CO in the payment process, it is critical that COs—and those who manage and support COs—need to understand the legal aspects of their responsibilities and accountability.

For these reasons, COs across the federal government are strongly encouraged to complete the new computer-based training. It is part of the Fiscal Service performance enhancement strategy to incorporate the training as part of the certification credentialing requirements for delegations and designations and the renewal of delegations and designations.

Fiscal Service looks forward to supporting the important work of federal agencies with this newly developed CO training.



**Questions about the CO training can be directed to the Payment Call Center at the Kansas City Financial Center, at (855) 868-0151, option 2, option 0.**



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# Introduction to ASAP.gov

The Automated Standard Application for Payments (ASAP) allows organizations receiving federal funds to draw monies securely from pre-authorized accounts established by the agency issuing the payment. The no fee, web-based system supports three payment programs:

**The Grant Payment Program** permits grant payments to grantees or recipient organizations.

**The Letter of Credit Payment Program** makes reimbursement payments to financial agents for financial services performed for either the Fiscal Service or other federal agencies.

**The Debit Card Payment Program** provides federal agencies the flexibility of cash with the added protection of a loadable debit card.

If you have any questions, or would simply like to learn more about ASAP, please contact the ASAP Help Desk at 855-868-0151 (option 2, then option 3) or email [kfc.asap@fms.treas.gov](mailto:kfc.asap@fms.treas.gov).

## ASAP.gov Certifications

ASAP transitioned its certification process to the Secure Payment System (SPS) in June of 2015. The conversion to SPS was due to various Java issues that Certifying Officers were experiencing. The ASAP and SPS teams successfully worked with customer agencies to ensure their Certifying Officers and Data Entry Operators were credentialed, trained, and had the ability to access SPS.

## New ASAP.gov Schemas Are Ready

The new ASAP schemas are online and available for download. These changes include a new grant indicator field and a Federal Award Identification Number (FAIN). In addition, if the account will be a grant, then you will need to provide the Catalog of Federal Assistance (CFDA) number as well. These schemas will not go live until October 1, 2016 (the beginning of Fiscal Year 2017). Interfacing agencies can recertify their files during the summer of 2016. These changes are explained in more detail below.

**Grant Indicator Field** – This field will indicate whether or not an account is a grant. If an account is a grant, your agency will be required to provide a Federal Award Identification Number (FAIN) and a Catalog of Federal Domestic Assistance (CFDA) number. This will be a Boolean field that you will have to provide on new accounts as of October 2016 (beginning of FY 2017).

**Federal Award Identification Number (FAIN)** - This number is created by the awarding agency in accordance with Office of Management and Budget memo for Agency Chief Financial Officers dated June 12, 2013. This memo states that an agency would assign each financial assistance award a FAIN. The ASAP.gov application will only validate that you have entered a FAIN that is 15 characters or less when the account is marked as a grant account. ASAP.gov will not validate if the FAIN provided is the correct identification number for that grant.

**Catalog of Federal Domestic Assistance (CFDA) Number** – This number is already an optional part of an account profile in ASAP.gov. However, with the implementation of the grant indicator field, this will become mandatory if an account is marked as a grant. ASAP.gov will only validate whether or not the CFDA number is active.



# Kansas City Financial Center

## Directory

**GARY BEETS, EXECUTIVE DIRECTOR**

**SUSAN ROBINSON, DEPUTY DIRECTOR**

Mailing Address:

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Bureau of the Fiscal Service  
Kansas City Financial Center  
P.O. Box 12599-0599  
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Website Address:

<http://www.fiscal.treasury.gov>

### EXECUTIVE OFFICE

**Gary M. Beets**, Executive Director  
**Susan Robinson**, Deputy Director  
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(816) 414-2002  
(816) 414-2000  
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### PAYMENT & MAIL OPERATIONS BRANCH (PMOB)

**Toni Mussorici**, Manager  
**Donald Watts**, Operations Supervisor (Day Shift)  
**Dwayne Michaels**, Mail Operations Supervisor  
**Tony Byers**, Printing, Check and Enclosing Supervisor  
**James Lee**, Operations Supervisor (Evening Shift)  
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Payment Operations Section  
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Facsimile Machine (Control)

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(816) 414-2206  
(816) 414-2205  
(816) 414-2117  
(816) 414-2307  
(816) 414-2200  
(816) 414-2350  
(816) 414-2217  
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### CUSTOMER SERVICE BRANCH (CSB)

**Tom Nelson**, Manager  
**Carol Matthews**, Customer Relationship Management Section Supervisor  
**Crystal Duckworth**, Administrative Officer  
**KFC Payment Call Center**  
Facsimile Machine (CRM)  
Facsimile Machine (General)

[Payments@fms.treas.gov](mailto:Payments@fms.treas.gov)

(816) 414-2056  
(816) 414-2176  
(816) 414-2057  
(816) 414-2100  
(816) 414-2192  
(816) 414-2066

### DIVERSIFIED PAYMENT SERVICES BRANCH (DPSB)

**Francie Abbott**, Manager  
**Julie Nielsen**, Diversified Payments Processing Supervisor  
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Facsimile Machine (DPSB)  
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**ASAP Help Desk**  
**ITS.gov Help Desk**  
**ITS.gov Enrollment**

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(816) 414-2120  
(816) 414-2341  
(816) 414-2145  
(816) 414-2125  
(816) 414-2150

### OPERATIONS SUPPORT BRANCH (OSB)

**Cynthia M. Sheppard**, Manager & PAM Project Manager  
**Ed Barlett**, Supervisor – Payment Applications Support Section  
**Jesse Chavez**, Supervisor – SPS Project Manager  
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**SPS Help Desk**  
**PIR Help Desk**

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(816) 414-2300  
(816) 414-2390  
(816) 414-2340  
(816) 414-2340  
(816) 414-2340

### STATISTICAL COLLECTION & REPORTS BRANCH

**Joe Gorski** Manager

(816) 414-2251

## KFC Supports the Kansas City Royals



**2015 World Series Champions!**

# KFC Ice Bucket Challenge

Philadelphia Financial Center (PFC) challenged KFC Director, Gary Beets and KFC Deputy Director, Susan Robinson to the ALS Ice Bucket Challenge. KFC Employees were able to fulfill the challenge this summer at the KFC Employee picnic with two LARGE ice buckets! Even on a warm day, the ice water was extremely cold! The challenge was recorded so PFC Staff could witness the completed challenge. KFC employees raised \$400.00 in donations for the ALS Association. This is money that will assist in future research and drug development for ALS. Employees interested in donating to ALS research can visit [www.alsa.org](http://www.alsa.org) and click #ChallengeALS







*Wishing you and yours a  
Happy New Year!*

*The Kansas City Financial Center*

Winter 2015

# Have You Heard?

KFC employs a staff with diverse talents and skills sets that allow us to meet and exceed the opportunity to serve our customers. Five professional certifications achieved in the latter half of 2015 include:

## **ACCREDITED ACH PROFESSIONAL:**

**Customer Service Branch (CSB)**

Carol Matthews -Matt Fineout

## **LEAN SIX SIGMA MASTER BLACK BELT:**

**Statistical Collections and Reporting Branch (SCRB)**

Billy Huntsman-William Snyders

## **PROJECT MANAGEMENT PROFESSIONAL:**

**Operations Support Branch (OSB)**

Kathy Squires

Pictured below are many of the KFC Employees who possess an accreditation in one or more of the following: Accredited ACH Professional (AAP), Project Management Professional (PMP), Call Center Professional, Application Testers and etc.



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*Customer Relationship Management Section*

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