# Introducing the *New*NOAA CWIP Reconciliation Template



#### Why the change?

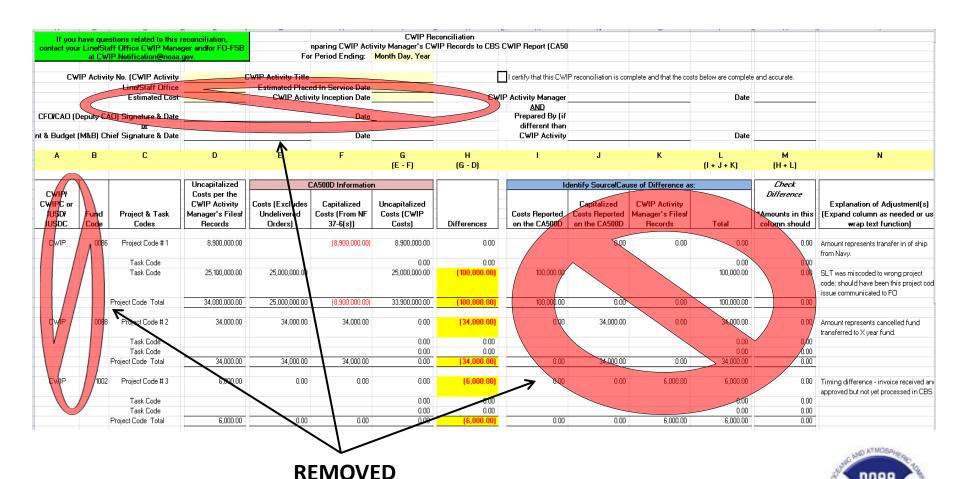
- To automate constant data (Activity #, Activity Title, Project/Task Codes, etc.).
- To remove unnecessary information.
- To save time.
- To help reduce data entry errors.



#### What changed?

- Removed:
  - Header section at the top
  - CWIP/IUSD Column
  - Fund Code Column
  - Identifying Source/Cause of Difference Columns





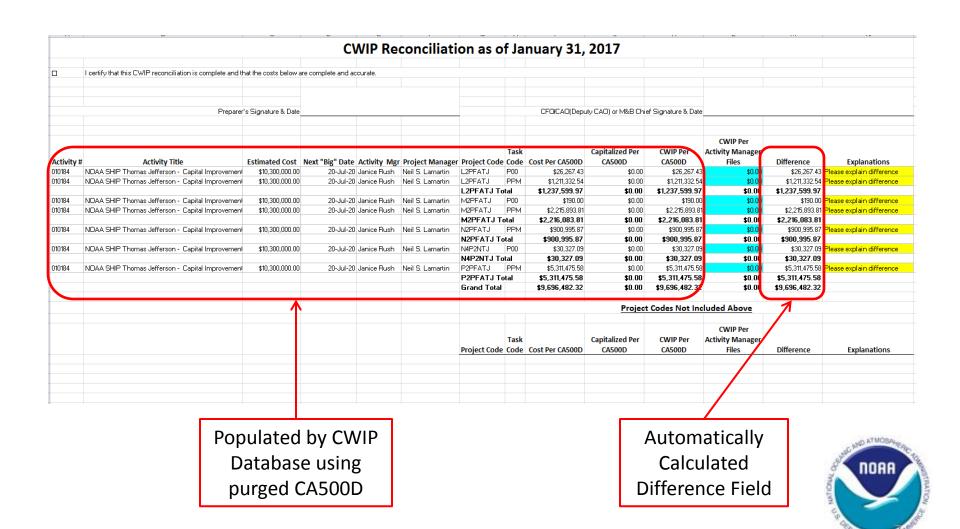
			CI	WIP Re	conciliati	on as o	f Ja	nuary 31,	2017				
	I certify that this CWIP reconciliation is complete and the	nat the costs below a	ere complete and ac	ccurate									
	recompliance and a second recompliance and a	idi il io coolo boloni c	are comprese and ac	Journal Co.									
	Preparer	er's Signature & Date			CFO/CAO(Deputy CAO) or M&B Chief Signature & Date								
							Task		Capitalized Per	CWIP Per	CWIP Per Activity Manager		
Activity #								Cost Per CA500D	CA500D	CA500D	Files	Difference	Explanations
	NOAA SHIP Thomas Jefferson - Capital Improvement	\$10,300,000.00				L2PFATJ	P00 PPM	\$26,267.43		\$26,267.43			Please explain difference
010184	NOAA SHIP Thomas Jefferson - Capital Improvement	\$10,300,000.00	20-Jul-20	Janice Hush	Neil S. Lamartin	L2PFATJ To		\$1,211,332.54 \$1,237,599.97		\$1,211,332.54 \$1,237,599.97		\$1,211,332.54 \$1,237,599.97	Please explain difference
10184	NOAA SHIP Thomas Jefferson - Capital Improvement	\$10,300,000.00	20. 1.1.20	Ispice Bush	Neil S. Lamartin	M2PFATJ TO	POO	\$1,237,599.97	-	\$1,237,599.97			Please explain difference
	NOAA SHIP Thomas Jefferson - Capital Improvement	\$10,300,000.00			Neil S. Lamartin	M2PFATJ	PPM	\$2,215,893.81		\$2,215,893.81			Please explain difference
010104	NOAA 3 III THOMAS CONCISON Capital Improvement	\$10,000,000.00	20 001 20	our lice ridsir	IVOIT O. Editiditati	M2PFATJ T		\$2,216,083.81		\$2,216,083,81		\$2,216,083,81	r rease explain am erenee
10184	NOAA SHIP Thomas Jefferson - Capital Improvement	\$10,300,000.00	20-Jul-20	Janice Bush	Neil S. Lamartin		PPM	\$900.995.87		\$900,995.87			Please explain difference
						N2PFATJ To	otal	\$900,995.87	\$0.00	\$900,995.87		\$900,995.87	
110184	NOAA SHIP Thomas Jefferson - Capital Improvement	\$10,300,000.00	20-Jul-20	Janice Rush	Neil S. Lamartin	N4P2NTJ	P00	\$30,327.09	\$0.00	\$30,327.09	\$0.00	\$30,327.09	Please explain difference
						N4P2NTJ To	otal	\$30,327.09	\$0.00	\$30,327.09	\$0.00	\$30,327.09	
10184	NOAA SHIP Thomas Jefferson - Capital Improvement	\$10,300,000.00	20-Jul-20	Janice Rush	Neil S. Lamartin	P2PFATJ	PPM	\$5,311,475.58	\$0.00	\$5,311,475.58	\$0.00	\$5,311,475.58	Please explain difference
						P2PFATJ To	otal	\$5,311,475.58	\$0.00	\$5,311,475.58	\$0.00	\$5,311,475.58	
						Grand Total		\$9,696,482.32	\$0.00	\$9,696,482.32	\$0.00	\$9,696,482.32	
						Project Codes Not Inc				luded Above			
							Task		Capitalized Per	CWIP Per	CWIP Per Activity Manager		
						Project Code	Code	Cost Per CA500D	CA500D	CA500D	Files	Difference	Explanations



#### What else changed?

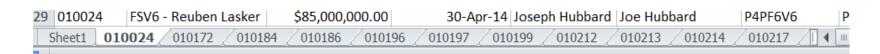
- Populated by CWIP database except for:
  - CWIP per Activity Manager Files (highlighted blue)
  - Explanations (highlighted yellow)
  - Project codes Not Included Above
- Amounts are from the purged CA500D as of the month end/quarter cut off





#### **Other Changes**

- Template to be provided by Finance by COB on 2<sup>nd</sup> business day of each month/quarter cut off.
- One spreadsheet per Line Office/Corporate
   Service with each activity on a separate tab.
  - Sheet1 is a summary of all activities.

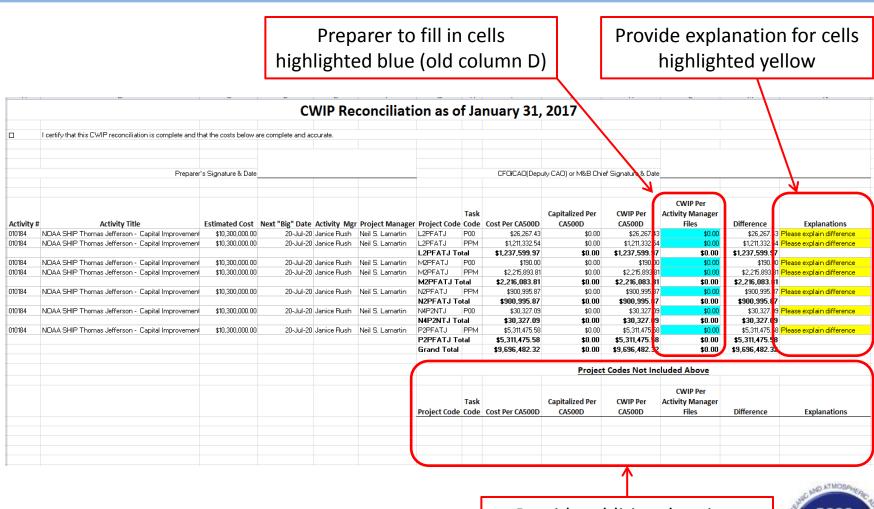




#### The Process

- The preparer fills in the following:
  - CWIP per Activity Manager Files (highlighted blue)
  - Explain, in detail, any differences (cell in Explanations column will be highlighted yellow when a difference exists)
  - Add project codes to the bottom of the spreadsheet that are not included in the prepopulated section. Include an explanation.





Provide additional project codes not included in above reconciliation



#### The Process (continued)

- Click the checkbox certifying the reconciliation is complete.
- Preparer signs reconciliation.
- CFO/CAO (Deputy CAO) or M&B Chief reviews & signs reconciliation.
- Send completed reconciliation to Finance via cwip.notification@noaa.gov.



#### **Proposed Implementation Dates**

- Volunteer to test/pilot for February?
- Optional for March
- Required for April



#### <u>Feedback</u>

- How would you like this new template provided to you – key contacts or entire CWIP community?
- Questions?
- Comments?

