



DEPARTMENT OF VETERANS AFFAIRS
Veterans Benefits Administration
Washington, D.C. 20420

February 3, 2022

Director (00)
All VA Regional Offices and District Offices

Subject: Fiscal Year (FY) 2022 Allowance Letter

This letter provides your FY 2022 resource levels for the General Operating Expenses (GOE) appropriation (attachment 1). These amounts match the FY 22 Revalidation amounts submitted by stations as their budget request for FY 22 with any minor adjustments following Office of Field Operation (OFO) / station coordination. Station requirements in excess of initial FY 22 allowance amounts will be addressed with Unfunded Requirements (UFRs) using the standard UFR form (attachment 3) through the District Offices to OFO.

Due to the current Continuing Resolution through February 18, stations initial expenditures are limited during that period. Because the Office of Financial Management (OFM) was required to cover must-pay items prior to breaking out allowances to business lines and offices, available funding was used in conjunction with Q1 actuals from FY 21 to determine station CR spending limits as shown in the CR Allowance column on Attachment 1. OFO will work with District Offices and OFM to resolve any funding issues. Instructions will be provided separately on preparation and submission of station spend plans.

Business line and funding source specifics:

- **Education** - All station shared non-payroll funds (GSA vehicles, rent, utilities, supplies, etc.) are included in OFO field allowance.
- **Loan Guaranty** - Funding for travel and other shared operating expenses in the Regional Loan Centers (supplies, GSA vehicles, etc.) has been coordinated between RLCs and Loan Guaranty Service and is noted on Attachment 1. For accountability and tracking purposes, these funds will come from OFM as a separate disbursement, but when combined with the OFO disbursement, should complete funding needs for the RO and RLC. If any funding issues remain, address those through the District Office to OFO, for coordination with OFM and LGY.
- **Office of Talent Management** - Funding for HRCs is directly managed by OTM.
- **Vocational Rehabilitation and Employment (VRE)** - Funding for VRE Chapter 31 contracts will be provided separately by VRE Service.

- **Information Technology** - Information technology (IT) requirements will be funded through the IT appropriation. Stations are **not** authorized to purchase items that should be funded via the IT appropriation using GOE appropriated funds. For guidance see VA Directive 6008.

OFM will distribute funding through FMS in quarterly amounts based on the spend plans provided by stations, with supplemental distributions for approved UFRs and other funding such as minor construction funds, reimbursements (i.e. reasonable accommodations or permanent change of station costs) or any other additional funding.

Award allowances will be provided once funding amounts have been received from OFM.

OFM will continue to manage all payroll allowances, other than overtime and awards, to support the FTE ceiling established in the most current Resource Allocation Model (RAM). Stations are **not** authorized to move payroll funding in any way without coordination with OFO and approval from OFM, nor are they authorized to augment travel funding in any way without approval from OFO. Stations are encouraged to identify any funds that are no longer needed early, rather than waiting to the end of the fiscal year.

A group of Frequently Asked Questions is provided at Attachment 2. If there are questions, please contact Beth Moeller (OFO) at (612) 725-4216, Beth.Moeller@va.gov.

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Deputy Under Secretary for Field Operations
Office of Field Operations

Attachments (3)