

12 FAH-7 H-320 PROGRAM FUNDING

(TL:LGP-01; 08-10-2001)

12 FAH-7 H-321 INTERNATIONAL COOPERATIVE ADMINISTRATIVE SUPPORT SERVICES (ICASS) FUNDING

(TL:LGP-01; 08-10-2001)

- a. The ICASS system is used to budget and distribute the cost of local guard services to participating U.S. agencies abroad. Developed to respond to changing conditions and the large increases in staff abroad, ICASS stresses local empowerment, transparency of administrative costs, post selection of service providers, and customer satisfaction.
- b. The key financial management mechanisms supporting ICASS are:
 - (1) A working capital fund through which all funds flow. All costs are clearly identified, recorded, and accounted for. It operates on a no-year basis and most funds can be carried forward from one fiscal year into the next.
 - (2) A contingency fund system that allows bureaus to address unbudgeted or unanticipated ICASS needs that arise after allotments have been made. See the FMO for additional information on this or any other aspect of ICASS funding.
- c. The ICASS Service Center (FMP/ICASS) provides post ICASS budget and cost distribution software to each post to facilitate the budget formulation and execution process for identifying the actual costs of shared administrative services by cost center (function code) and each agency's share. The ICASS councils use this information to manage their resources including preparing their budget submissions. Post ICASS budget and cost distribution software is further described in 6 FAH-5 H-808.1-3.
- d. ICASS funding for non-residential local guard services is charged against cost center Function Code 5826, for shared facilities such as chanceries, annexes and shared warehouses which State and other U.S. Government agencies occupy.

12 FAH-7 H-322 NON-ICASS FUNDING

(TL:LGP-01; 08-10-2001)

- a. Non-ICASS funding is everything that the Department provides through the appropriation that it receives from Congress for its operating expenses. This includes all items, (i.e., salaries, supplies, equipment, bodyguard travel and subsistence, etc.) that are used for the exclusive support of the Department's employees and programs. It also includes funding for many employees and services which, although they provide support for other agencies, would still be provided in the absence of the other agencies. Non-ICASS funding is used to fund all residential local guards, mobile patrols, bodyguards and office sites that are DOS only or directly charged to another agency. It remains Department policy to make every effort to identify costs that are the legitimate expense of other agencies and to charge those costs to the identified agency.
- b. Non-ICASS funding is distributed under Function Code 5820. Actual expenditures are accounted for under the individual codes listed in 12 FAH-7 Appendix IV.

12 FAH-7 H-323 SECURITY FUNDING FOR REPRESENTATIONAL EVENTS

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- a. In the event that funding is required for LGP services for representational events hosted by the chief of mission (COM), deputy chief of mission (DCM) or other Department officers, the costs should be charged as additional and emergency services under a NPS contract. For a personal service agreement (PSA) staffed LGPs, the costs are charged to the applicable function code.
- b. Additional costs for LGP services for representational events hosted by non-State agencies are the responsibility of the non-State agency hosting the function. Payment should be made through a transfer of funds at the post.
- c. Additional LGP services may be provided for a non-representational event hosted by a U.S. Government employee, but all of the costs of the LGP services are the responsibility of the employee.

12 FAH-7 H-324 SECURITY SUPPLEMENTAL FUNDING

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- a. Occasionally, the Department receives additional funding for programs related to security. These funds are generally targeted for specific improvements in security and, in some cases, may involve capital expenditures and new programs or changes in existing programs. For example, the creation of surveillance detection teams at embassies originated as a result of a supplemental appropriation for security improvements. If a program becomes long-term or permanent, it is included in the appropriate annual budget.
- b. Security supplemental funding cannot be anticipated. The Department may initiate requests for additional security appropriations when a need is identified, but the actual decision as to whether or not funds will be appropriated and the terms and conditions of any appropriations are Congressional prerogatives, the outcome of which is difficult to predict.
- c. In the event that security supplemental funds affecting the LGP are anticipated, posts will be notified by telegram of the intent for which the funds have been appropriated. The posts will be informed of the guidelines necessary to utilize the supplemental funds in order to meet the requirements of the legislation.

12 FAH-7 H-325 THROUGH H-329 UNASSIGNED