

**Computer Matching Agreement Renewal
Between the Department Of Veterans Affairs and the State
Public Assistance Agencies (SPAAs)**

I. Purpose, Legal Authority and Definitions

A. Purpose of the Matching Agreement

This agreement establishes an arrangement for a periodic computer matching program between the Department of Veterans Affairs (VA) and the State Public Assistance Agencies (SPAAs), who will use the data in their public assistance programs. The Administration for Children and Families (ACF), Department of Health and Human Services (HHS) will act as the facilitating agency.

The purpose of this matching program is to provide the SPAAs with VA compensation and pension data to determine eligibility and ensure fair and equitable treatment in the delivery of benefits attributable to funds provided by the Federal Government.

ACF, in its role as match facilitator, will support each SPAA's efforts to ensure appropriate delivery of benefits by assisting with drafting the necessary agreements, helping arrange signatures to the agreements, and arranging computer support services to implement the SPAA matches with VA data. Acting as a central shipping point, ACF will forward a public notice of the proposed matching program for publication in the Federal Register following Office of Management and Budget (OMB) guidelines. Pursuant to the Privacy Act, 5 U.S.C. § 552a (a)(7), disclosures in connection with this match are conducted pursuant to a published routine use as described in Section II, A, of this agreement.

To accomplish this match, the SPAAs will provide a file of Medicaid (CMS), Temporary Assistance to Needy Families (TANF), Supplemental Nutrition Assistance Program (SNAP), formerly known as Food Stamps, and general assistance clients. VA will provide a file of individuals receiving VA compensation and pension benefits.

The Defense Manpower Data Center (DMDC), which provides computer support services for ACF, will match the SPAAs' files with the VA files. The SPAAs will then use the VA information to verify client circumstances for benefit eligibility and to initiate any adverse action when appropriate.

This agreement sets forth the responsibility of the SPAAs with respect to information obtained pursuant to this agreement. Each SPAA match is expected to comply with pertinent requirements under the Privacy Act, 5 U.S.C. § 552a, as amended; with the Office of Management and Budget (OMB) Guidelines interpreting the Privacy Act including computer matching portions of the revised OMB Circular No. A-130, 65 FR 77677 (December 12, 2000), 54 FR 25818 (June 19, 1989), and 56 FR 18599 (April 23, 1991); and this agreement.

B. Legal Authority

The legal authority for conducting the matching program is contained in sections 402, 1137, and 1903(r) of the Social Security Act (42 U.S.C. § 602(a), 1320b-7, and 1396b(r)).

C. Definitions

1. **"ACF"** is the Administration for Children and Families, part of the Department of Health and Human Services and the facilitating agency.
2. **"CMS"** is the Centers for Medicare and Medicaid Services and is responsible for promulgating policies and administering all Medicaid claims.
3. **"DIB"** is the Data Integrity Board.
4. **"DMDC"** is the Defense Manpower Data Center, part of the Department of Defense.
5. **"DoD"** is the Department of Defense.

6. **"DISCLOSE" AND "DISCLOSURE"** is the release of information or data, with or without the consent of the individual or individuals to whom the data pertain.
7. **"FNS"** is the Food and Nutrition Service, part of the Department of Agriculture.
8. **"FACILITATING AGENCY"** is the Administration for Children and Families, part of the Department of Health and Human Services.
9. **"HHS"** is the Department of Health and Human Services.
10. **"OMB"** is the Office of Management and Budget.
11. **"PARIS"** is the Public Assistance Reporting Information System.
12. **"NON-FEDERAL AGENCIES"** as defined by the Privacy Act (5 U.S.C. § 552a(a)(10)), are State Public Assistance Agencies, the agencies receiving the results of the computer match.
13. **"SPAAs"** are the State Public Assistance Agencies cited in Attachment A.
14. **"SSN"** is the Social Security number.
15. **"SOURCE AGENCY"** as defined by the Privacy Act, (5 U.S.C. § 552a(a)(11)), is the Department of Veterans Affairs, the agency disclosing the records for the purpose of a computer match.
16. **"TANF"** is the Temporary Assistance for Needy Families program.
17. **"VA"** is the Department of Veterans Affairs.

II. Justification and Expected Results

A. Justification

States are required to verify client circumstances when determining an applicant's eligibility for public assistance benefits. The parties to this agreement have determined that a computer matching program is the most efficient, expeditious, and cost-effective means of verifying client declarations of income circumstances. The principal alternative to using a computer matching program for identifying such individuals would be to conduct a manual match, however, this would clearly impose a considerable administrative burden, constitute a greater intrusion of individual's privacy, and would result in delayed identification of ineligible individuals.

VA will disclose information from the system of records identified as Compensation, Pension, Education, and Vocational Rehabilitation and Employment Records-VA (58VA21/22/28) published at 74 FR 29275, (June 19, 2009), last amended at 75 FR 22187, (April 27, 2010). The Privacy Act allows Federal agencies to make disclosures to entities such as States pursuant to published routine uses, and routine use number 25 in the Department of Veterans Affairs system of records for Compensation, Pension, Education and Rehabilitation Records allows identifying and payment information to be disclosed, upon request of a Federal agency, to a State or local government agency to determine a beneficiary's eligibility under programs provided for under Federal legislation and for which the requesting Federal agency has responsibility. This computer match will be considered and defined at the request of a Federal agency.

B. Expected Results

It is expected that the Federal agencies will, by conducting the matches on an ongoing basis, obtain an improved ability to ensure the accuracy of benefits to recipients. The programs impacted are primarily under the auspices of the

Department of Health and Human Services (principally CMS's Medicaid and ACF's TANF programs) and the Department of Agriculture's Supplemental Nutrition Assistance Program administered by its FNS. The SPAAs agree to collect information on the costs and benefits related to the use of the VA information.

GAO, in its report PARIS PROJECT CAN HELP STATES REDUCE IMPROPER PAYMENT BENEFIT PAYMENTS, projects that if States include TANF, Medicaid and Supplemental Nutrition Assistance Program activities in their matching activities, the gross savings will result in a savings to cost ratio of 11:1 (GAO 01-935, pp. 14, 15). All savings are in program dollars, since there is no cost paid to either ACF or DMDC to participate in the match program.

As a further example, illustrating GAO's findings, the Pennsylvania Department of Public Welfare reported a yearly savings for calendar year 2009 of \$2,009,259 and an internal staff and computer support cost to operate the program of \$83,675. The resulting benefit-to-cost ratio for the year was 24:1. Pennsylvania further reports a total savings from 1998-2009 of \$31,906,905.

III. Records Description

1. System of Records

The Department of Veterans Affairs, as the source agency, will provide DMDC with a file, which contains the VA benefit record data of individual VA benefit and compensation recipients. VA will disclose information from the system of records identified as "VA Compensation, Pension, Education, and Vocational Rehabilitation and Employment Records - VA (58 VA 21/22/28)," republished in its entirety at 74 FR 29275, (June 19, 2009), last amended at 75 FR 22187, (April 27, 2010) with other amendments as cited therein. The routine use provision is compatible with the purpose for which the information was collected

and reflects that disclosures are subject to computer matching.

VA's routine use for this match is published as number 25 in the attached notice (Attachment B), which is from the Privacy Act Issuance via GPO Access <http://edocket.access.gpo.gov/2009/pdf/E9-14302.pdf>.

Each participating SPAA will send ACF an electronic file of eligible public assistance client information. These files are non-Federal computer records maintained by the States. ACF will then send this information to DMDC. As an alternative, participating SPAAs can also submit files to DMDC via the Social Security Administration's (SSA's) "Connect Direct" portal. After DMDC receives the SPAA files, it will match the VA files against the SPAA files. This activity will take place at DMDC and will use all nine digits of the SSN. DMDC will then send information from the VA compensation and benefit record for all matching records either (1) to ACF which, in turn, sends this information on to the SPAAs or (2) to the SPAAs via the SSA portal. (Neither ACF nor DMDC will maintain any information used or resulting in the matching activity; therefore neither agency will establish a Privacy Act system of records in connection with this match.)

The SPAAs will be responsible for verifying VA compensation and benefit record information, through contact with State clients, prior to making a determination of eligibility for public assistance.

2. Number of Records Involved

According to PARIS statistical records for the VA match in calendar year 2010, the SPAAs submitted approximately 191,410,825 records; VA submitted approximately 4,096,707 records.

3. Specified Data Elements Used in the Match

Data elements to be included can be found in Attachment C.

4. Frequency of Data Exchanges

The matching program is expected to begin in January 2012 and expire in July 2013. Matching will be conducted quarterly, as a minimum. States may participate at their option on a quarterly basis (February, May, August, and November) for this match program. Using this approach, States shall submit a signed Model Agreement in order to participate in the PARIS VA Match. PARIS has run on a quarterly basis since 1999 and dates are established each year as to when the matching process will be conducted. When each quarterly match arrives during the duration of the matching program, member States may have the option to participate in a particular match. This approach enables States to operate more effectively depending on how they are organized and how much funding they have to dedicate to the project.

5. Projected Start and Completion Dates

The agreement shall expire 18 months after its effective date. The agreement is expected to begin in January 2012 and expire July 2013. It is expected that the match will be run six times for each of the SPAAs during the duration of the agreement. The agency DIB may, within 3 months prior to the expiration of this agreement, renew this agreement for a period not to exceed 12 months on a showing to such boards that the matching program has been conducted in compliance with the original agreement and the program will be conducted without change. During this 12 month extension period, the match will be run four additional times.

IV. Notice Procedures

VA and the SPAAs agree to notify all individuals who apply for benefits that the information

provided on the application is subject to computer matches with other agencies. The SPAAAs will provide notice consisting of appropriate language printed on their application forms or separate handouts with appropriate language when necessary.

The SPAAAs will provide subsequent notice to their respective recipients by notifying each recipient at the time of redetermination of eligibility of the match between VA and the SPAAAs. VA sends all beneficiaries a notice, as part of an annual beneficiary notice, that information provided is subject to verification by computer matching.

V. Verification Procedures and Opportunity to Contest Findings

A. Verification Procedure

Whenever there is a discrepancy between the matching information and the information reported for the individual veteran, the SPAA will verify the match information by sending a letter informing the individual of the information received and asking him or her to respond either within the number of days specified by relevant program statute or regulation, or within 30 days. The letter will clearly indicate the time period available for response and explain the information the agency has, its relevance to the individual's eligibility or benefit, and what action the agency will take in the event the individual fails to respond to the letter.

B. Opportunity to Contest Findings

If the SPAA intends to reduce, suspend, terminate or deny benefits as the result of information provided by this match, the SPAA must provide proper notice and the opportunity to contest at a fair hearing in accordance with 42 C.F.R. § 431.200-250 for the Medicaid program, 7 C.F.R. § 273.15 for the Supplemental Nutrition Assistance program, and State established procedures for the TANF program.

VI. Disposition of Matched Items

The SPAAAs will retain all identifiable records resulting from the match for the period of time required for any processing related to the matching program. The SPAA will destroy all individually-identified records at the completion of each quarterly matching period, except for those records that must be retained in the individual's permanent case file in order to meet evidentiary requirements.

VII. Security Procedures

The Privacy Act requires that each matching agreement specify procedures for ensuring the administrative, technical, and physical security of the records matched and the results of such programs (5 U.S.C. § 552a(o)(1)(G)).

Both SPAAAs and VA agree to comply with the requirements of the Federal Information Security Management Act of 2002 (FISMA), 44 U.S.C. § 3541 et seq.; related OMB circulars and memoranda, such as Circular A-130, Management of Federal Information Resources (November 28, 2000), and Memorandum M-06-16, Protection of Sensitive Agency Information (June 23, 2006); National Institute of Standards and Technology (NIST) directives; and the Federal Acquisition Regulations. These laws, directives, and regulations include requirements for safeguarding Federal information systems and personally identifiable information (PII) used in Federal agency business processes, as well as related reporting requirements. Both agencies recognize and will implement, if mandated, the laws, regulations, NIST standards, and OMB directives including subsequent publications to the effective date relating to the subject of this agreement.

Information systems used to store, access, process, or transmit records matched and information produced by the match will employ security controls consistent with those recommended by the U.S. Department of Commerce's National Institute of Standards and Technology (NIST), or will utilize a comparable risk management program. NIST-recommended security controls are described in the latest version of NIST Special Publication 800-53, "Recommended Security

Controls for Federal Information Systems and Organizations."

Federal Information Security Management Act (FISMA) requirements apply to all Federal contractors, organizations, or sources that possess or use Federal information, or that operate, use, or have access to Federal information systems on behalf of an agency. The recipient agency is responsible for oversight and compliance of its contractors and agents. VA reserves the right to conduct onsite inspections to monitor compliance with FISMA regulations during the lifetime of this agreement:

A. Incident Reporting

Within one (1) hour of detecting an incident, as defined by the United States Computer Emergency Readiness Team (US-CERT) and/or NIST SP 800-61 (Computer Security Incident Handling Guide), the technical staff will notify its designated counterparts by telephone or e-mail so that the other party may take steps to determine whether its system has been compromised in order to take appropriate security precautions. If, within one (1) hour of detection, SPAA technical staff is unable to reach its VBA-designated counterparts, it will contact VA's Network Security Operations Center (NSOC) at 1-800-877-4328.

B. Administrative Safeguards

Access to the records matched and to any records created by the match are restricted to only those authorized employees and officials who need them to perform their official duties in connection with the uses of the information authorized in this agreement. Further, all personnel with access to the records matched and to any records created by the match are advised of the confidential nature of the information, the safeguards required to protect the records, and the civil and criminal sanctions for noncompliance contained in the applicable Federal laws.

C. Physical Safeguards

The records matched and any records created by the match are stored in an area that is physically secure from access by unauthorized persons during duty hours as well as nonduty hours or when not in use. Access to the record storage area is limited to authorized personnel who must display a photo-identification pass or confidential electronically coded magnetic strip identifier prior to entry. Only authorized personnel will transport the records matched and those created by the match. Such transport shall be under appropriate safeguards consistent with the manner in which the records are stored and processed.

D. Technical Safeguards

The processing of the records matched and any records created by the match will occur under the immediate supervision and control of authorized personnel in a manner that will protect the confidentiality of the records so that unauthorized persons cannot retrieve any such records by means of computer, remote terminal, or other means. Systems personnel must enter personal identification numbers when accessing data on the system. Authorization is strictly limited to those electronic record areas required by the work of the authorized analyst.

E. Application of Policy and Procedures

SPAAAs and VA shall also adopt policies and procedures to ensure that information contained in their respective records and obtained from each other is used solely as provided in this agreement. SPAAAs and VA agree to comply with these guidelines and any revision of them. Each agency reserves the right to make onsite inspections or may make other provisions for auditing compliance with the terms of the agreement such as requiring recurring self-audits to ensure the preservation of adequate safeguards.

VIII. Records Usage/Duplication/Redisclosure Restrictions

The SPAAs will exclude, where State law allows, veteran's aid-and-attendance VA income of \$90 or less, when determining eligibility for Medicaid benefits. Where State law prohibits this exclusion, the SPAAs will recommend State legislation that will permit this exclusion.

Each agency agrees to the following limitation on access to, disclosure, and use of electronic files, tapes, and information provided by the other agency:

That the electronic files provided as part of the matching program will remain the property of the agency furnishing the files and will be destroyed after the matching program is completed, not more than 6 months after receipt of the electronic files. Destruction will be accomplished by shredding, burning, or electronic erasure.

That the data supplied by each agency and the records created by the match will be used solely for the purposes of, and to the extent necessary in the administration of, the matching program covered by this agreement and any applicable laws.

That the files provided by each agency will not be used to extract information concerning individuals therein for any purpose not specified in the agreement.

That the files provided by each agency will not be duplicated or disseminated within or outside the agency without the written authority of the agency, which furnished the data. No agency shall give such permission unless the redisclosure is required by law or essential to the conduct of the matching program.

That information resulting from the matching program may be disclosed for follow-up and verification, or for civil or criminal law enforcement investigation or prosecution, if the match uncovers activity that warrants such action.

The SPAAAs will not create a separate permanent file consisting of information regarding those individuals involved in the matching program covered by this agreement except as necessary to monitor the results of the matching program. States will submit and receive matching data electronically or will submit tapes through ACF which are forwarded expeditiously to DMDC. The SPAAAs will retain the identifiable records (hits) resulting from the match only for the period of time required for any processing related to the matching program and will then destroy the records unless the information must be retained in individual file folders to meet evidentiary requirements. In the latter instance, SPAAAs will retire identifiable records in accordance with the Federal records disposition schedule established pursuant to 44 U.S.C. § 3303 or in accordance with State law or regulation. Information about individuals verified as "non-hits" (record subjects are not both Federal and public assistance beneficiaries) will be destroyed immediately upon such verification.

The SPAAAs will keep an accurate accounting of disclosures from an individual's record as required by subsection (c) of the Privacy Act. This will permit record subjects to know how their personal information is used and to enable the agency to inform past recipients of disputed or corrected information. It also provides an audit trail for any subsequent reviews of agency compliance with subsection (b) of the Privacy Act pertaining to conditions of disclosure.

If records are to be disclosed to any SPAA contractor in order to accomplish the matching program's purpose, the SPAA will obtain the written agreement of the contractor to abide by the terms of this agreement. Federal contractors will be subject to the provisions of the Privacy Act (i.e., subsection (m), as implemented by Part 24 of the Federal Acquisition Regulation) before receiving records relating to the matching agreement.

IX. Records Accuracy Statement

Based on state records received, the SPAAs' electronic files are 90% accurate. Previous computer matches with other agencies indicate that VA records are 99% accurate.

X. Comptroller General Access

The Government Accountability Office (Comptroller General) of the United States may have access to any records as necessary in order to monitor or verify compliance with this agreement.

XI. Reimbursement / Funding

Expenses involved with the data exchange outlined above will be reciprocal and not involve any cost adjustments among the agencies. It should be noted that cost adjustments have never been made among the Federal agencies and/or the SPAAs involved. Rather, the program has been operating on a no-fee basis with ACF providing computer support to SPAAs at no cost via an agreement with DMDC.

XII Duration of Agreement

When this agreement is approved and signed by the Chairperson of the DIB of the Department of Veterans Affairs, ACF will submit three copies of the agreement via transmittal letter to Congress and OMB for review. The time period for review outside the agencies begins on the date of the transmittal. The parties to this agreement may assume Congressional concurrence if there are no comments within 40 days of the date of the transmittal letter.

At the same time this agreement is sent to the Congress and OMB, ACF will forward the public notice of the proposed matching program for publication in the Federal Register, as required by subsection (e)(12) of the Privacy Act. The matching notice will clearly identify the records systems and categories of records being used and state that the program is subject to the review period afforded to OMB and

Congress. A copy of the published notice shall be provided to the other Federal agencies.

The 40-day period for Congressional and OMB review and the 30-day comment period for the Federal Register publication will run concurrently. The effective date of the matching agreement and the date when an initial match may begin shall be at the expiration of the 30-day Federal Register public comment period or the 40-day OMB review period, whichever is later.

This agreement shall be valid for 18 months from the effective date of the agreement and may be extended by the agencies for a period of time not to exceed 12 months, if the requirements of 5 U.S.C. §552(a)(o)(2)(D) are met.

If any agency that is party to this agreement does not want to renew it, that agency shall notify the others of its intention not to renew at least 90 days before the end of the then-current time period. This agreement may be amended at any time by a written modification to this agreement that satisfies all parties, is approved by the DIB of each party, and, if necessary, is properly published in the Federal Register, with copies having been provided to the Congress and to the OMB at least 40 days before its implementation.

This agreement may be terminated at any time with the consent of all parties. Any party may terminate the agreement upon written notice to all parties, in which case the termination shall be effective 90 days after the date of the notice, or at a later date specified in the notice, so long as such later date does not exceed either the original or the DIB extended completion date of the match.

XIII. Not Applicable

XIV. Persons to Contact

ACF/HHS:

Thomas Miller
Administration for Children and Families
370 L'Enfant Promenade, S. W., 6th Floor East
Washington, D.C. 20447
(202) 401-7237

VA:

Program Issues:

Willis Conner
Compensation Service (212C)
Department of Veterans Affairs
810 Vermont Avenue, N. W.
Washington, D. C 20420
(202) 461-9037

Data Security Issues:

Jessica Carriveau, CISSP
St. Petersburg Network ISO
Department of Veterans Affairs
9500 Bay Pines Blvd.
St. Petersburg, FL 33731
(727) 319-5954
(727) 366-2269 CELL
(727) 319-7785 FAX

DMDC/DoD:

Donny Thao
Defense Manpower Data Center
DOD Center Monterey Bay
400 Gigling Road
Seaside, California 93955-6771
(831) 583-2400 x 4353
(831) 583-2339 FAX

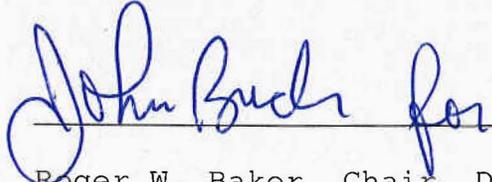
b. Source Agency - Department of Veterans Affairs

 Date: 12/6/11

Thomas J. Murphy
Director, Compensation Service
U.S. Department of Veterans Affairs

c. DATA INTEGRITY BOARD

The VA Data Integrity Board, having reviewed this agreement and finding that it complies with applicable statutory and regulatory guidelines, signifies approval thereof by the signature of the official below.

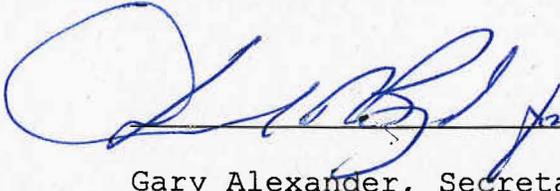
 Date: 1/19/2012

Roger W. Baker Chair, Data Integrity Board
U.S. Department of Veterans Affairs

XV. Approvals

The authorized program official, whose signature appears below, accepts and expressly agrees to the terms and conditions expressed herein, confirms that no verbal agreements of any kind shall be binding or recognized, and hereby commits the respective organizations to the terms of this agreement.

a. SPAA Official



Date: DEC 08 2011

Gary Alexander, Secretary
Department of Public Welfare
Commonwealth of Pennsylvania
P.O. Box 2675
Harrisburg, PA. 17105

Attachment A

Participating State Public Assistance Agencies

1. Alabama Dept. of Public Health & Human Services
2. Alaska Department of Health and Social Services
3. Arizona Health Cost Containment System
4. Arkansas Department of Health and Human Services
5. California Department of Health Care Services
6. Colorado Department of Human Services
7. Connecticut Department of Social Services
8. Delaware Health and Social Services
9. District of Columbia Department of Social Services
10. Florida Department for Children and Families
11. Georgia Department of Community Health
12. Hawaii Department of Human Services
13. Idaho Department of Health and Welfare
14. Illinois Department of Public Aid
15. Iowa Department of Human Services
16. Indiana Family and Social Services
17. Kansas Department of Social and Rehabilitation Services
18. Kentucky Cabinet for Families and Children
19. Louisiana Department of Social Services
20. Maine Department of Health and Human Services
21. Maryland Department of Human Resources
22. Massachusetts Department of Transitional Assistance
23. Michigan Department of Human Services
24. Minnesota Department of Human Services
25. Mississippi Department of Human Services
26. Missouri Department of Social Services
27. Montana Department of Public Health and Human Services
28. Nebraska Department of Social Services
29. Nevada Department of Health and Human Services
30. New Hampshire Department of Health & Human Services
31. New Jersey Division of Family Development
32. New Mexico Human Services Department
33. New York Department of Social Services
34. North Carolina Department of Human Resources
35. North Dakota Department of Human Services
36. Ohio Department of Job and Family Services
37. Oklahoma Department of Human Services
38. Oregon Department of Human Services
39. Pennsylvania Department of Public Welfare
40. Puerto Rico Department of Family
41. Rhode Island Department of Human Services
42. South Carolina Department of Health and Human Services

Attachment A (cont)

43. South Dakota Department of Social Services
44. Tennessee Department of Health
45. Texas Health and Human Services Commission
46. Utah Department of Workforce Services
47. Vermont Agency of Human Services
48. Virginia Department of Social Services
49. Washington Department of Social and Health Services
50. West Virginia Department of Health and Human Resources
51. Wisconsin Department of Health and Family Services
52. Wyoming Department of Family Services

Attachment B

VA Routine Use

58VA21/22/28

Routine Use 25: Identifying and payment information may be disclosed, upon the request of a Federal agency, to a State or local government agency, to determine a beneficiary's eligibility under programs provided for under Federal legislation and for which the requesting Federal agency has responsibility. These records may also be disclosed as a part of an ongoing computer matching program to accomplish these purposes. <http://edocket.access.gpo.gov/2009/pdf/E9-14302.pdf>

This purpose is consistent with 38 U.S.C. 3301.

Attachment C

PARIS VA "VETNET" RECORD EXTRACT LAYOUT

Field #	Location	Field Name	Rule	Length
1	1 - 9	VA File Number	Use FILE_NBR from AWARD_CMPSIT	9
2	10 - 18	Veterans SSN	Use VET_SSN_NBR from EXTEND_STATCL	9
3	19 - 27	Beneficiary SSN	Use BENE_SSN_NBR from EXTEND_STATCL	9
4	28-36	Apportionee SSN	If APORTN_RECIP_ID from AWARD_CMPSIT does not equal PTCPNT_BENE_ID from AWARD_CMPSIT, use SSN_NBR from PERSON. See section 2.4. (Common selection criteria) for selecting ssn from person table.	9
5	37	Veteran SSN Verification Indicator.	Use VET_SSN_VRFCTN_STATUS_TYPE_CD from EXTEND_STATCL	1
6	38	Beneficiary SSN Verification Indicator	Use BENE_SSN_VRFCTN_STATUS_TYPE from EXTEND_STATCL	1
7	39-40	Payee Type Code	Use PAYEE_TYPE_CD from AWARD_CMPSIT	2
8	41-45	Award Type Code	Use AWARD_TYPE_CD from AWARD_CMPSIT	5
9	46-50	Award Line Type Code	Use AWARD_LINE_TYPE_CD from AWARD_CMPSIT	5
10	51	Award Status Code	Use AWARD_CURNT_STATUS_CD from AWARD_CMPSIT	1
11	52	Gender Code	Person who is entitled to the benefit (veteran, or payee other than veteran) Use BENE_GENDER_CD from EXTEND_STATCL	1
12	53-82	Last Name	Person who is entitled to the benefit (veteran, or payee other than veteran) Use BENE_LAST_NM from EXTEND_STATCL	30
13	83-112	First Name	Person who is entitled to the benefit (veteran, or payee other than veteran) Use BENE_FIRST_NM from EXTEND_STATCL	30
14	113-142	Middle Name	Person who is entitled to the benefit (veteran, or payee other than veteran) Use BENE_MIDDLE_NM from EXTEND_STATCL	30
15	143-150	Beneficiary Birthday	Person who is entitled to the benefit (veteran, or payee other than veteran)	8

Field #	Location	Field Name	Rule	Length
		Date	Use BENE_BRTHDY_DT from EXTEND_STACTL. In MMDDYY format.	
16	151-152	VET AA CD	Use VET_AA_CD from EXTEND_AWARD_CMPSIT	2
17	153-154	Spouse AA CD	If veteran record, Use SPOUSE_AA_CD from EXTEND_AWARD_CMPSIT Otherwise space.	2
18	155-157	Station Number	Use AWARD_STN_NBR from AWARD_CMPSIT	3
19	158	Spouse	If veteran record, Use Spouse_txt from AWARD_CMPSIT If spouse exists, set to "Y" Otherwise set to "N".	1
20	159-160	Minor Child	If not 306S, 306P, 306V, OLS, OLP, OLV Use MINOR_CHLDRN_NBR from current EXTEND_AWARD_LINE Otherwise [zero].	2
21	161-162	School Child	If not 306S, 306P, 306V, OLS, OLP, OLV Use SCHOOL_CHILD_NBR from current EXTEND_AWARD_LINE Otherwise [zero].	2
22	163-164	Helpless Child	If not 306S, 306P, 306V, OLS, OLP, OLV Use HELP_CHILD_NBR from current EXTEND_AWARD_LINE Otherwise [zero].	2
23	165-166	Parent	Use PARENT_NBR from current EXTEND_AWARD_LINE Otherwise [zero].	2
24	167-169	Combined Degree	Use COMBND_DEGREE_PCT from AWARD_CMPSIT.	3
25	170-171	Entitlement Type Code	Use ENTLMT_TYPE_CD from AWARD_CMPSIT	2
26	172-183	Change Reason (1)	Use AWARD_LINE_REASON_TYPE_CD from AWARD_LINE_REASON. See Attachment B for priority list. If no AWARD_LINE_REASON_TYPE_CD found in the priority list, [use what is selected from database.]	12

Field #	Location	Field Name	Rule	Length
27	184-195	Change Reason (2)	Use AWARD_LINE_REASON_TYPE_CD from AWARD_LINE_REASON. See Attachment B for priority list. If no AWARD_LINE_REASON_TYPE_CD found in the priority list, [use what is selected from database.]	12
28	196-207	Change Reason (3)	Use AWARD_LINE_REASON_TYPE_CD from AWARD_LINE_REASON. See Attachment B for priority list. If no AWARD_LINE_REASON_TYPE_CD found in the priority list, [use what is selected from database.]	12
29	208-219	Suspense Reason	If AWARD_CMPSIT\$ AWARD_CURNT_STATUS_CD equal "S" [Use SUSPNS_REASON_ONE_TXT from EXTEND_AWARD_CMPSIT.]	12
30	220-227	Last Paid Date	Use LAST_PAID_DT from EXTEND_AWARD_CMPSIT. In MMDDYYYY format.	8
31	228-235	Effective Date	Use EFCTV_DT from AWARD_CMPSIT. In MMDDYYYY format.	8
32	236-250	Gross Amount	If Apportionee record [zero] Otherwise Use GROSS_AMT from AWARD_CMPSIT	15
33	251-265	Net Award Amount	If Apportionee record [zero] Otherwise Use NET_AMT from AWARD_CMPSIT	15
34	266-280	Payment Amount	Actual payment issued associated to beneficiary or apportionee. Payment could be zero amount. Use AWARD_AMT from AWARD_CMPSIT [If no data selected, set to zero]	15
35	281-292	Frequency Pay Type Code	Use "MO"	12
36	293-301	IVAP Amount	Use IVAP_AMT from AWARD_CMPSIT	9
			Income Information is only associated to Live Improved Pension and Death Improved awards (Pension). So, this information will only be generated for those type awards. Income and expense information that supports the current award line will be provided. If	

Field #	Location	Field Name	Rule	Length
			the value is blank, the field will be set to SPACE.	
37	302-316	Beneficiary Annual Wages Amount	Use BENE_ANNUAL_WAGES_AMT from EXTEND_INCOME [If no data selected, set to zero]	15
38	317-331	Beneficiary Annual Insurance Amount	Use BENE_ANNUAL_INS_AMT from EXTEND_INCOME [If no data selected, set to zero]	15
39	332-346	Beneficiary Annual Interest Amount	Use BENE_ANNUAL_INT_AMT from EXTEND_INCOME [If no data selected, set to zero]	15
40	347-361	Beneficiary Annual Social Security Amount	Use BENE_ANNUAL_SSN_AMT from EXTEND_INCOME [If no data selected, set to zero]	15
41	362-376	Beneficiary Annual CSR Amount	Use BENE_ANNUAL_CSR_AMT from EXTEND_INCOME [If no data selected, set to zero]	15
42	377-391	Beneficiary Annual MLTY Amount	Use BENE_ANNUAL_MLTY_AMT from EXTEND_INCOME [If no data selected, set to zero]	15
43	392-406	Beneficiary Annual RRB Amount	Use BENE_ANNUAL_RRB_AMT from EXTEND_INCOME [If no data selected, set to zero]	15
44	407-421	Beneficiary Annual BL Amount	Use BENE_ANNUAL_BL_AMT from EXTEND_INCOME [If no data selected, set to zero]	15
45	422-436	Beneficiary Rest Annual Amount	Use BENE_REST_ANNUAL_AMT from EXTEND_INCOME [If no data selected, set to zero]	15
46	437-451	Beneficiary Rest Exclusion Amount	Use BENE_REST_EXCLSN_AMT from EXTEND_INCOME [If no data selected, set to zero]	15
47	452-466	Spouse Annual Wages	Use SPOUSE_ANNUAL_WAGES_AMT from EXTEND_INCOME. [If no data selected, set to zero]	15

Field #	Location	Field Name	Rule	Length
		Amount		
48	467-481	Spouse Annual Insurance Amount	Use SPOUSE_ANNUAL_INS_AMT from EXTEND_INCOME. [If no data selected, set to zero]	15
49	482-496	Spouse Annual Interest Amount	Use SPOUSE_ANNUAL_INT_AMT from EXTEND_INCOME. [If no data selected, set to zero]	15
50	497-511	Spouse Annual Social Security Amount	Use SPOUSE_ANNUAL_SSN_AMT from EXTEND_INCOME. [If no data selected, set to zero]	15
51	512-526	Spouse Annual CSR Amount	Use SPOUSE_ANNUAL_CSR_AMT from EXTEND_INCOME. [If no data selected, set to zero]	15
52	527-541	Spouse Annual MLTY Amount	Use SPOUSE_ANNUAL_MLTY_AMT from EXTEND_INCOME. [If no data selected, set to zero]	15
53	542-556	Spouse Annual RRB Amount	Use SPOUSE_ANNUAL_RRB_AMT from EXTEND_INCOME. [If no data selected, set to zero]	15
54	557-571	Spouse Annual BL Amount	Use SPOUSE_ANNUAL_BL_AMT from EXTEND_INCOME. [If no data selected, set to zero]	15
55	572-586	Spouse Rest Annual Amount	Use SPOUSE_REST_ANNUAL_AMT from EXTEND_INCOME. [If no data selected, set to zero]	15
56	587-601	Spouse Rest Exclusion Amount	Use SPOUSE_REST_EXCLSN_AMT from EXTEND_INCOME. [If no data selected, set to zero]	15
57	602-616	Med Expns Amt	Annual amount of medical expenses (CD equal '056') Use MED_EXPNS_AMT from EXTEND_INCOME [If no data selected, set to zero]	15
58	617-631	Edu Expns Amt	Annual amount of education expenses (CD equal 'EE') Use EDU_EXPNS_AMT from EXTEND_INCOME [If no data selected, set to zero]	15
59	632-646	Last Expns	Annual amount of last expenses (CD equal 'LE')	15

Field #	Location	Field Name	Rule	Length
		Amt	Use LE_EXPNS_AMT from EXTEND_INCOME [If no data selected, set to zero]	
60	647-661	Hardship Amt	Annual amount of hardship expenses (CD equal 'FME') Use HRDSHP_AMT from EXTEND_INCOME [If no data selected, set to zero]	15
61	662-664	RCVBL	See section 2.1.5. for selecting receivables from extend finance table. If more than one row exists, set to "ALL" Otherwise use EXTEND_FIN_CD from EXTEND_FIN.	3
62	665-679	RCVBL Amount	See section 2.1.5. for selecting receivables from extend finance table. If more than one exists, add all BAL_AMT's from EXTEND_FIN Otherwise use BAL_AMT from EXTERN_FIN. [If no data selected, set to zero]	15
63	680-682	Monthly Deductions	See section 2.1.5. for selecting receivables from extend finance table. If more than one row exists, set to "ALL" Otherwise use EXTEND_FIN_CD from EXTEND_FIN.	3
64	683-697	Deduction Amount	See section 2.1.5. for selecting receivables from extend finance table If more than one exists, add all BAL_AMT's from EXTEND_FIN Otherwise use BAL_AMT from EXTERN_FIN. [If no data selected, set to zero]	15
65	698-700	Proceeds	See section 2.1.5. for selecting proceeds from extend finance table Otherwise use EXTEND_FIN_CD from EXTEND_FIN.	3
66	701-715	Proceeds Amount	Use BAL_AMT From EXTEND_FIN [If no data selected, set to zero]	15
67	716-716	Address Type Indicator	If BDN_FORMAT_CD from EXTEND_ADDRS equal "N" set to "N" Otherwise set to "Y".	1
68	717-751	Address Name/Fid	Use g_fidNmLine1 from Common Letter clFindCurFidData function.	35
69	752-801	Address Fid Type	The Common Letter clFindCurFidData function will be used to select Fiduciary data. See section 2.1.4. for selecting Fiduciary data. Use g_db_prptnl_phrase_TN from Common Letter clFindCurFidData function.	50

Field #	Location	Field Name	Rule	Length
70	802-891	Address Name Beneficiary	The Common Letter clFindPersonData function will be used to select Person data. See section 2.1.4. for selecting Person data. Use [g_firstNm, g_midNm, g_lastNm] from Common Letter clFindPersonData function.	90
71	892-926	Corporate Format Address Line One	If BDN_FORMAT_CD from EXTEND_ADDRS equal "N", use ADDRS_ONE_TXT from PTCPNT_ADDRS Otherwise set to SPACE.	35
72	927-961	Corporate Format Address Line Two	If BDN_FORMAT_CD from EXTEND_ADDRS equal "N", use ADDRS_TWO_TXT from PTCPNT_ADDRS Otherwise set to SPACE.	35
73	962-996	Corporate Format Address Line Three	If BDN_FORMAT_CD from EXTEND_ADDRS equal "N", use ADDRS_THREE_TXT from PTCPNT_ADDRS Otherwise set to SPACE.	35
74	997-1026	Corporate Format City Name	If BDN_FORMAT_CD from EXTEND_ADDRS equal "N", use CITY_NM from PTCPNT_ADDRS Otherwise set to SPACE.	30
75	1027-1028	Corporate Format State Name	If BDN_FORMAT_CD from EXTEND_ADDRS equal "N", use POSTAL_CD from PTCPNT_ADDRS Otherwise set to SPACE.	2
76	1029-1033	Corporate Format ZIP Code Prefix	If BDN_FORMAT_CD from EXTEND_ADDRS equal "N", use ZIP_PREFIX_NBR from PTCPNT_ADDRS Otherwise set to SPACE.	5
77	1034-1037	Corporate Format ZIP Suffix	If BDN_FORMAT_CD from EXTEND_ADDRS equal "N", use ZIP_FIRST_SUFFIX_NBR from PTCPNT_ADDRS Otherwise set to SPACE.	4
78	1038-1087	Corporate Format Country Type Name	If BDN_FORMAT_CD from EXTEND_ADDRS equal "N", use CNTRY_TYPE_NM from PTCPNT_ADDRS Otherwise set to SPACE.	50
79	1088-1103	Corporate Format Foreign Postal Code	If BDN_FORMAT_CD from EXTEND_ADDRS equal "N", use FRGN_POSTAL_CD from PTCPNT_ADDRS Otherwise set to SPACE.	16
80	1104-1138	Corporate Format Province Name	If BDN_FORMAT_CD from EXTEND_ADDRS equal "N", use PRVNC_NM from PTCPNT_ADDRS Otherwise set to SPACE.	35
81	1139-1173	Corporate Format	If BDN_FORMAT_CD from EXTEND_ADDRS equal "N", use TRTRY_NM from PTCPNT_ADDRS	35

Field #	Location	Field Name	Rule	Length
		Territory Name	Otherwise set to SPACE.	
82	1174-1185	Corporate Format Military Postal Type	If BDN_FORMAT_CD from EXTEND_ADDRS equal "N", use MLTY_POSTAL_TYPE_CD from PTCPNT_ADDRS Otherwise set to SPACE.	12
83	1186-1197	Corporate Format Military Post Office	If BDN_FORMAT_CD from EXTEND_ADDRS equal "N", use MLTY_POST_OFFICE_TYPE_CD from PTCPNT_ADDRS Otherwise set to SPACE.	12
84	1198-1198	FILLER		1
85	1199-1218	BDN Format	If BDN_FORMAT_CD from EXTEND_ADDRS equal "Y", use TRSURY_ADDRS_ONE_TXT from PTCPNT_ADDRS Otherwise set to SPACE.	20
86	1219-1238	BDN Format	If BDN_FORMAT_CD from EXTEND_ADDRS equal "Y", use TRSURY_ADDRS_TWO_TXT from PTCPNT_ADDRS Otherwise set to SPACE.	20
87	1239-1258	BDN Format	If BDN_FORMAT_CD from EXTEND_ADDRS equal "Y", use TRSURY_ADDRS_THREE_TXT from PTCPNT_ADDRS Otherwise set to SPACE.	20
88	1259-1278	BDN Format	If BDN_FORMAT_CD from EXTEND_ADDRS equal "Y", use TRSURY_ADDRS_FOUR_TXT from PTCPNT_ADDRS Otherwise set to SPACE.	20
89	1279-1298	BDN Format	If BDN_FORMAT_CD from EXTEND_ADDRS equal "Y", use TRSURY_ADDRS_FIVE_TXT from PTCPNT_ADDRS Otherwise set to SPACE.	20
90	1299-1318	BDN Format	If BDN_FORMAT_CD from EXTEND_ADDRS equal "Y", use TRSURY_ADDRS_SIX_TXT from PTCPNT_ADDRS Otherwise set to SPACE.	20
91	1319-1323	BDN Format	If BDN_FORMAT_CD from EXTEND_ADDRS equal "Y", use ZIP_PREFIX_NBR from PTCPNT_ADDRS Otherwise set to SPACE.	5
92	1324-1423	FILLER	SPACE	100

Layout Explanations

Address Display

Please note, if there is a corporate normalized address (if the address type indicator is set to "N") then both the normalized address **AND** BDN address fields will be filled in. However the normalized address should be used as this reflects the current information

If the address type indicator is set to "B", then the BDN format Mailing address will be the only address fields filled in.

Fiduciary

If a co-fiduciary existed the extract will only include the first name listed for fiduciary

Filler

Included extra characters in case of any future expansion to the data fields