

MS 114 DELEGATION OF AUTHORITY

Attachment A – Budget and Accounting

Issued: December 20, 2010

By virtue of the authority vested in me as Director of the Peace Corps by Section 4(b) of the Peace Corps Act, 22 U.S.C. §2503 (b) and Executive Order 12137, as amended, I hereby delegate the following authorities to the employees specified herein:

A. BUDGET AND EXPENDITURE

1. Authority to develop, implement, manage, and maintain an integrated Peace Corps accounting and financial management system in accordance with MS 128. **To the Chief Financial Officer.**
2. Authority to establish financial management policies, including the establishment and enforcement of internal controls in accordance with MS 128. **To the Chief Financial Officer.**
3. Authority to approve obligations and expenditures consistent with the limits of administrative budget advice for objectives approved by the Director. **To “A” Delegates.**
4. Authority to adjust budget authority between budget lines among location centers (sub-offices within a major office) within the same budget activity up to 2% of the major office’s approved original operating plan and budget, provided that the Chief Financial Officer is advised of the changes. **To the Deputy Director, Chief of Staff/Chief of Operations, Regional and Associate Directors, Chief Information Officer, Chief Financial Officer, and Chief Acquisition Officer.**
5. Authority to adjust budget authority between budget lines among location centers (sub-offices within a major office) within the same budget activity over 2%, but less than 4%, of a major office’s approved original operating plan and budget. **To the Chief Financial Officer.**
6. Authority to provide notification of revisions to operating budgets and employment ceilings that are approved and authorized by the Director of the Peace Corps. **To the Chief Financial Officer.**
7. Authority to approve and authorize allotments within the Peace Corps. *See* MS 701. **To the Chief Financial Officer.**
8. Authority to approve funds to cover unexpected or mandatory expenses. **To the Chief Financial Officer.**

B. FINANCIAL ADMINISTRATION

1. Authority to make determinations for relief of accountable officers from personal liability for physical losses or deficiencies of funds in their custody. *See* MS 760. **To the Chief Financial Officer.**
Nontransferable.
2. Authority to provide certifications and re-certifications to the Department of the Treasury for the designation of cashiers, designated agents, and certifying officers. **To the Chief Financial Officer.**

3. Authority to provide background information and respond to inquiries from outside the Peace Corps on budget submissions and estimates made to the Office of Management and Budget and congressional committees. **To the Chief Financial Officer.**

4. Authority to establish location codes, purpose codes, sponsor codes, activity structures, and cost centers. **To the Chief Financial Officer.**
5. Authority to establish Peace Corps' financial management system and financial data and reporting requirements. **To the Chief Financial Officer.**
6. Authority to prepare Peace Corps budgets, financial reports, and statements as required by law or regulation. **To the Chief Financial Officer.**
7. Authority to designate collections officers for overseas posts. **To the Chief Financial Officer**

C. CLAIMS

1. Authority to settle, compromise, adjust, and waive collection of claims of the United States and take such other actions as may be authorized by the Federal Claims Collection Standards. *See* 22 C.F.R. § 309 and MS 777. **To the Chief Financial Officer.**
2. Authority to settle claims filed by employees for the loss or damage to their personal property. *See* MS 762. **To the Chief Financial Officer.**

D. CONTRIBUTIONS AND GIFTS

1. Authority to accept Host Country Contributions in support of ongoing operations on behalf of the Peace Corps. (Use of Host Country Contributions is restricted by administrative budget advices) *See* MS 722. **To Country Directors.**
2. Authority to accept, on behalf of the Peace Corps, unconditional gifts of money or tangible personal property not to exceed \$5,000. *See* MS 720, 721, 722. **To Country Directors.**
3. Authority to accept, on behalf of the Peace Corps, conditional (if the only restriction by donor is that it be used in the country) or unconditional gifts of tangible personal property with a market value not in excess of \$5,000. *See* MS 721. **To Country Directors.**
4. Authority to accept, on behalf of the Peace Corps, conditional (if the only restriction by donor is that it be used in the country) gifts of money or intangible personal property, not in excess of \$5,000. *See* MS 721. **To Country Directors.**

E. GENERAL AUTHORITIES/OTHER

Budget or accounting authorities that are not reserved to the Director or specifically delegated to another employee. **To the Chief Financial Officer.**

Note: Approval authorities are limited to actions within the Delegate's office or area of responsibility. All of the authorities in this delegation are transferable, within the delegate's office or area of responsibility, unless otherwise noted.

Aaron S. Williams
Director
December 20, 2010