

**For:** State and County Offices

**Refunding 2016 Margin Protection Program for Dairy Producers (MPP-Dairy) Premium Fees**

**Approved by:** Acting Deputy Administrator, Farm Programs



**1 Refund of Voluntarily Paid 2016 MPP Premium Fees**

**A Background**

Notice MPP-24 informed State and County Offices that beginning with calendar year 2016 coverage, the MPP-Dairy premium fee payment method and deadline have been modified to 100 percent of the total premium due by COB September 1, 2016. However, before this policy went into effect, many producers voluntarily paid a portion of their premium fees for 2016 and want those fees refunded to pay by the September 1, 2016, deadline.

A producer that voluntarily paid their premium fee for 2016 buy-up coverage may request a refund for any reason, including the following:

- the producer will pay the premium fee by the new September 1, 2016, deadline
- the dairy operation revised their CCC-782 to change their coverage level during the open annual registration and coverage election period (July 1, 2015, through November 20, 2015)
- CCC-783 was completed for death and retirement of a producer or dissolution of the dairy operation.

**B Purpose**

This notice:

- provides additional information for reversing the premium fee and issuing a refund to the producer requesting the refund in NRRS
- obsoletes Notice MPP-31.

Disposal Date	Distribution
January 1, 2017 4-14-16	State Offices; State Offices relay to County Offices

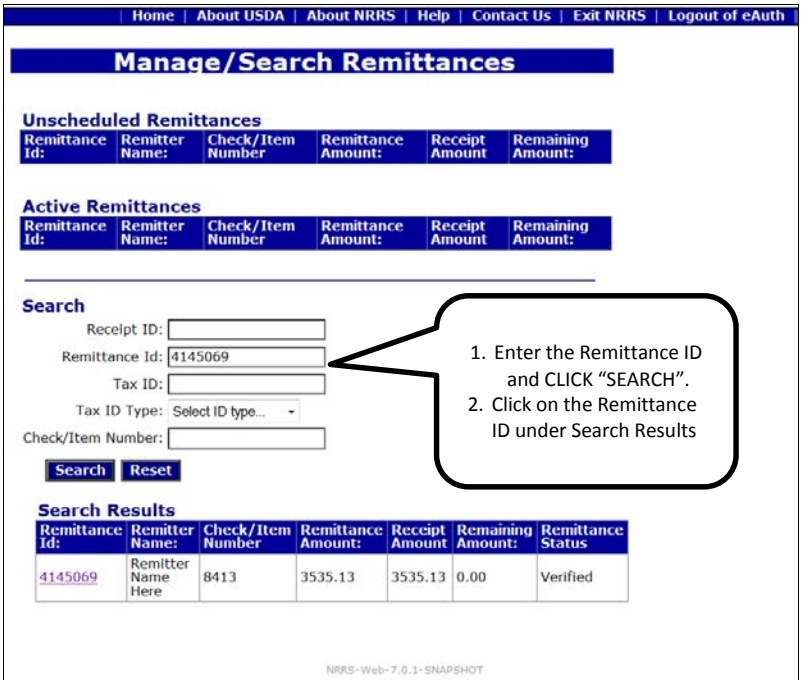
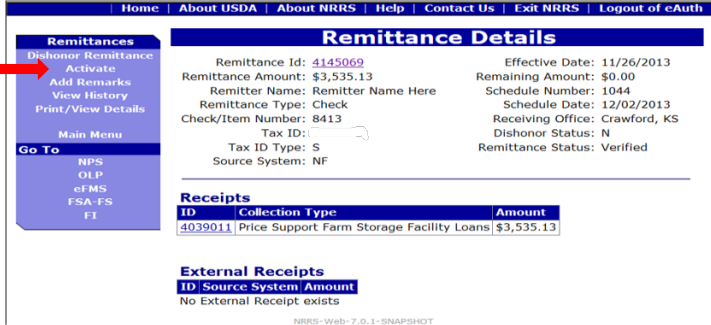
## Notice MPP-33

### 1 Refund of Voluntarily Paid 2016 MPP-Dairy Premium Fees (Continued)

#### C County Office Action

After the Schedule of Deposit is verified, the associated remittances will be displayed with a remittance status of **“Verified”**. With this status, associated receipts are prohibited from being corrected.


Complete the following steps to activate the remittance and change the remittance status to **“Active-Verified”** allowing for corrections.

System	Step	Action
NRRS	1	<p>On the NRRS Homepage, under the NRRS Menu, CLICK <b>“Manage/Search Remittance”</b>. The following screen will be displayed.</p> 
	2	<p>On the Remittance Details Screen, under the Remittances Menu, CLICK <b>“Activate”</b>.</p> 

## Notice MPP-33

### 1 Refund of Voluntarily Paid 2016 MPP-Dairy Premium Fees (Continued)

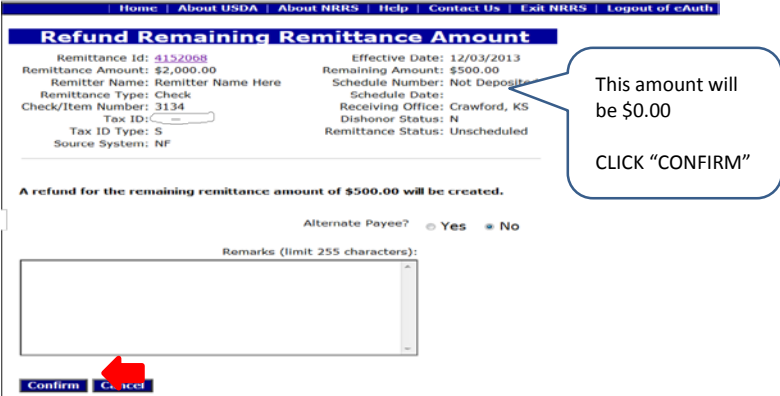
#### C County Office Action (Continued)

System	Step	Action
MPP Collection Application	3	<p>Cancel the collection in the MPP Contract Software according to 2-MPP, paragraph 123. This action will automatically delete the external receipt in NRRS leaving the remittance out of balance.</p> <p>If the dairy operation will remain enrolled for the coverage year and only a partial refund is applicable, re-record the remittance for the amount that will not be refunded through the MPP collection process by entering the premium collection for which the dairy operation is legally responsible.</p> <p><b>Note:</b> Remittance office, remitter, remittance type, check/item number, and check date <b>must</b> be the same as originally recorded.</p>
NRRS	4	Repeat step 1 to select the remittance.
	5	<p>From the Remittance Details Screen, CLICK “Refund” to refund the remaining balance on the remittance.</p> 

## Notice MPP-33

### 1 Refund of Voluntarily Paid 2016 MPP-Dairy Premium Fees (Continued)

#### C County Office Action (Continued)

System	Step	Action
NRRS	6	<p>Verify the remittance and external receipt contain the corrected information and that the remittance is in balance with the zero outstanding amount.</p> 
NRRS	7	<p>After all required remittance changes have been made, under “Remittances” on the Remittance Detail Screen, CLICK <b>“Deactivate”</b>.</p>

## Notice MPP-33

### 1 Refund of Voluntarily Paid 2016 MPP-Dairy Premium Fees (Continued)

#### D Contacts

Issue	Contact
Software-Related Problems on NRRS	National Help Desk at 800-255-2434 or 816-926-1552.  <b>Note:</b> Select option 3 for hardware and application software.
Procedures on NRRS	Any of the following: <ul style="list-style-type: none"> <li>JoLynn Khan by either of the following: <ul style="list-style-type: none"> <li>e-mail to <b>jolynn.khan@wdc.usda.gov</b></li> <li>telephone at 202-772-6044</li> </ul> </li> <li>Rhonda Anthony by either of the following: <ul style="list-style-type: none"> <li>e-mail to <b>rhonda.anthony@kcc.usda.gov</b></li> <li>telephone at 816-926-6330.</li> </ul> </li> </ul>
Software-Related Problems on MPP-Dairy	State Offices shall report issues under "MPP Problems" through the FSA Farm Programs Software Issues SharePoint.
Procedures on MPP-Dairy	Dani Cooke by either of the following: <ul style="list-style-type: none"> <li>e-mail to <b>danielle.cooke@wdc.usda.gov</b></li> <li>telephone at 202-70-1919.</li> </ul>
Policy on NRRS Items	Thom Harris by either of the following: <ul style="list-style-type: none"> <li>e-mail to <b>tom.harris@wdc.usda.gov</b></li> <li>telephone at 202-772-6014.</li> </ul>