

For: State and County Offices

2008 NAP and CAT Buy-In 2 Software

Approved by: Deputy Administrator, Farm Programs



1 Overview

A Background

The Food, Conservation, and Energy Act of 2008 (Pub. L. 110-246):

- was enacted on June 18, 2008
- created several new disaster programs under the title, “Supplemental Agricultural Disaster Assistance”.

Note: To be eligible for these programs, producers **must** obtain at least CAT level of crop insurance for **all** insurable crops and/or NAP coverage for noninsurable crops.

Sales closing dates for CAT and application closing deadlines for NAP have passed for the 2008 crop year for all insurable and noninsurable crops. A waiver was authorized in the Food, Conservation, and Energy Act of 2008 to allow producers to pay, within 90 calendar days of enactment (September 16, 2008), a buy-in fee to be eligible for Supplemental Agricultural Disaster Assistance for crops for which the producer did **not** obtain crop insurance or NAP coverage for 2008.

The American Recovery and Reinvestment Act of 2009 (Pub. L. 111-5) was enacted on February 17, 2009, and authorized an additional waiver that allows producers another opportunity to pay a buy-in fee for 2008 to be eligible for Supplemental Agricultural Disaster Assistance **except** for LFP. The buy-in fee must be paid within 90 calendar days of the enactment of the American Recovery and Reinvestment Act of 2009. **The final date for paying the buy-in fees is COB May 18, 2009.**

Note: Software has been developed to allow producers to pay the 2008 NAP and CAT Buy-In 2 fee.

<p>Disposal Date</p> <p>December 1, 2009</p>	<p>Distribution</p> <p>State Offices; State Offices relay to County Offices</p>
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1 Overview (Continued)

B Purpose

This notice provides instructions for accessing and using the following:

- 2008 NAP Buy-In 2 software
- 2008 CAT Buy-In 2 software.

2 Accessing 2008 NAP and CAT Buy-In 2 Software

A Accessing Software

From Menu FAX250, access 2008 NAP and CAT Buy-In 2 software according to this table.

Step	Menu	Action
1	FAX250	ENTER "3" or "4", "Application Processing", as applicable, and PRESS "Enter".
2	FAX09002	Enter the appropriate county, if applicable, and PRESS "Enter".
3	FAX07001	ENTER "11", "PFC/DCP/Compliance", and PRESS "Enter".
4	M00000	ENTER "1", "NAP and Disaster", and PRESS "Enter".
5	MH0000	ENTER "2", "Non-Insured Assistance Program", and PRESS "Enter".
6	MHODYR	Select "2008 Crop Year" and PRESS "Enter". 2008 NAP Menu MHB000 will be displayed.

B Example of 2008 NAP Menu MHB000

The following is an example of Menu MHB000.

COMMAND	MENU: MHB000	H2
2008 NAP Menu		

1. Application for Coverage	6. Payment Processing	
2. Unit Maintenance	7. Reports	
3. Approved Yield Maintenance	* 8. Spot Check Selection Process	
4. Notice of Loss and Application for Payment	9. CAT Buy-In	
* 5. Record Gross Revenue for Ineligible Members	10. NAP Buy-In	
	11. CAT Buy-In 2	
	12. NAP Buy-In 2	
21. Return to Application Selection Menu		
23. Return to Primary Selection Menu		
24. Sign Off		
Cmd3=Previous Menu		*=Option currently not available.
Enter option and press "Enter".		

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2 Accessing 2008 NAP and CAT Buy-In 2 Software (Continued)

C Options on Menu MHB000

This table provides the options that are applicable to the 2008 NAP and CAT Buy-In on Menu MHB000.

Action	Result	Use
ENTER "11", "CAT Buy-In 2", and PRESS "Enter".	Producer Selection Screen MHAEEA01 will be displayed.	Taking the producer's 2008 CAT Buy-In 2 fees.
ENTER "12", "NAP Buy-In 2", and PRESS "Enter".		Taking the producer's 2008 NAP Buy-In 2 fees.

3 Informational Screen

A Overview

The Informational Screen will:

- be displayed after option 11, "CAT Buy-In 2", or option 12, "NAP Buy-In 2", has been selected on Menu MHB000, if there is more than 1 county data set on the system
- allow the user to verify that the correct county has been selected before entering the 2008 NAP and CAT Buy-In 2 software.

Note: This screen will **not** be displayed if there is only 1 county on the system.

B Example of Informational Screen

The following is an example of the Informational Screen.

2008 Buy-In 2 Informational Screen	107-A TULARE	Message Version: AF77 04-25-2009 10:09 Term H2	MHA?A013

There is more than one county on your system. Please verify that this is the county that you want to continue processing.			
A TULARE			
Enter (Y) to continue processing or Enter (N) to return to FAX250.			
Enter (Y) or (N)			
Enter=Continue			

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3 Informational Screen (Continued)

C Action

County Offices shall ensure that the correct set of county files has been accessed.

IF the displayed county is the...	THEN...
county that the application shall be processed in, ENTER "Y"	the NAP Producer Selection Screen will be displayed.
incorrect county, ENTER "N"	Menu FAX250 will be displayed.

4 NAP Producer Selection Screen

A Selecting Producer

Access to the 2008 NAP and CAT Buy-In 2 software requires entry of 1 of the following on the NAP Producer Selection Screen:

- last 4 digits of producer's ID
- producer's ID number and type
- producer's last name.

B Example of NAP Producer Selection Screen

The following is an example of the NAP Producer Selection Screen.

```

2008 Buy-In 2          107-A TULARE          SELECTION          MHA?AA01
NAP Producer Selection Screen          Version: AF77  04/25/2009 10:10 Term H2
-----
                          Producer Selection Screen

                          Last Four of ID  .....

                          OR

                          Producer ID      .....      Type ..

                          OR

                          Last Name        .....

Enter=Continue Cmd7=End

```

C Producer Not Active in SCIMS

If the selected producer is **not** active in SCIMS, the County Office shall add the producer to SCIMS according to 1-CM.

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4 NAP Producer Selection Screen (Continued)

D Producer Has Temporary ID Number

If the selected producer has a temporary ID number, 2008 CAT and NAP Buy-In 2 fees **cannot** be taken.

E Eligibility

Before buy-in fees are taken for the selected producer, the producer's eligibility determinations will be checked to ensure that the producer does **not** have adverse determinations. If a producer does have adverse determinations, a message will be displayed indicating the invalid determination. In these situations, the County Office shall update the determinations according to 2-PL. If the producer truly has adverse determinations, the application shall only be taken after the producer has been notified that fees are nonrefundable. If the producer still wishes to file FSA-752 or FSA-753, the application shall be taken and applicable fees collected. FSA-752 or FSA-753 will be generated indicating that the producer has adverse determinations.

This table provides the determinations that will be checked and the message that will be displayed if the determination is adverse.

Flag	Message
Person Determination	"Person Determination Flag is Invalid."
AD-1026	"AD-1026 Flag is Invalid."
NAP Gross Income	"NAP Gross Income Flag is Invalid."
6-CP	"6-CP Flag is Invalid."
Controlled Substance	"Controlled Substance Flag is Invalid."
Multiple Bad Flags	"Multiple Invalid Eligibility Flags."
NAP Non-Compliance	"NAP NON COM Flag is Invalid."

5 Verification Screen

A Overview

The Verification Screen is a pop-up screen that:

- has been provided in an effort to reduce errors
- will be displayed once a valid producer has been selected on the NAP Producer Selection Screen according to paragraph 4
- prompts the user to confirm that the correct producer has been selected.

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5 Verification Screen (Continued)

B Example of Verification Screen

The following is an example of the Verification Screen.

2008 Buy-In 2	107-A TULARE	SELECTION	MHA?AA01
NAP Producer Selection Screen	Version: AF77	04/25/2009 10:10	Term H2

Producer Selection Screen			
Veri f i c a t i o n S c r e e n			MHA?AA02
You Have Selected:		Is This Correct?	
1234-12-1234 S			
JOE VARGAS			
123 MAIN ST			
ANYTOWN, MT 12345-0001			
			(Y or N)
Enter=Continue Cmd4=Previous Screen			
Enter=Continue Cmd7=End			

C Action

On the Verification Screen, the message, “You Have Selected: (producer number/type, producer name, and producer mailing address), Is This Correct?”, will be displayed. The field is defaulted to blank. ENTER “Y” if this is the correct producer or “N” if this is **not** the correct producer.

County Offices shall ensure that the correct producer has been selected before proceeding.

This table provides which screens that will be displayed based on how the question is answered on the Verification Screen.

IF the question is answered...	THEN...
“Y”	the Crop Selection Screen or Coverage Screen will be displayed, as applicable.
“N”	NAP Crop Year Selection Menu MHB0YR will be displayed and the user will begin the buy-in process again.

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6 Processing 2008 NAP and CAT Buy-In 2 Applications

A Overview

An automated buy-in application will be processed when option 11, "CAT Buy-In 2", or option 12, "NAP Buy-In 2", is selected on Menu MHB000 according to paragraph 2. The NAP Producer Selection Screen will be displayed according to paragraph 4. Once a valid producer has been selected, the Crop Selection Screen will be displayed.

B Taking Buy-In 2 Applications

Buy-In 2 applications must be taken according to Notice DAP-304. The system date is automatically entered into the file identifying the date the application was loaded into the system. Applications taken manually shall be loaded in the automated system as soon as practical.

7 Crop Selection Screen

A Overview

The Crop Selection Screen will display all crops on the National Crop Table File.

Note: For 2008 CAT Buy-In 2, the Crop Selection Screen will also display tobacco crops from the Compliance Validation System File.

Since each crop, type, intended use, pay crop, pay type, and planting period must be selected separately, all crop entries will be displayed on the Crop Selection Screen. More than 1 crop can be selected at a time. All crops within a pay grouping will be selected if 1 crop within the pay grouping is selected.

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7 Crop Selection Screen (Continued)

B Example of Crop Selection Screen

The following is an example of the Crop Selection Screen.

```
2008 Buy-In 2      107-A TULARE      Entry      MHA?AB01
Crop Selection Screen      Version: AF77 04/26/2009 08:31 Term H2
-----
Producer  JOE VARGAS

          Place an 'X' before desired crop(s) for processing

Crop      Closing      Type Use      Planting Pay      Pay
          Date              Period Crop      Type
.. ALFALFA 03/01/2008      FG      01      0027 001
.. ALFALFA 02/28/2008      GZ      01      0102 002
.. ALFALFA 03/15/2008      SD      01      0027 001
.. APPLES  02/28/2008      COM FH      01      0054 001
.. APPLES  02/28/2008      COM PR      01      0054 001
.. APPLES  02/28/2008      SPC FH      01      0054 002
.. APPLES  02/28/2008      SPC PR      01      0054 002
.. APRI COTS 03/01/2008      PR      01      0326 001
.. APRI COTS 03/01/2008      RS      01      0326 001
.. ASPARAGUS 02/28/2008      FH      01      0104 001

Enter Letter for Crop Selection

Enter=Continue  Cmd4=Previous Screen  Roll=Page
```

C Action

Select the crops for which the producer is applying for buy-in by placing an “X” in front of the applicable crop records. Multiple crop records can be selected at the same time. PRESS “Enter” to continue. The Coverage Screen will be displayed.

The Crop Selection Screen will **not** be displayed after entering the ID number of a producer who has a buy-in application already on file.

Note: The Coverage Screen will be displayed showing the crops that were previously selected. Additional crops can be selected by pressing “Cmd16”, which will display the Crop Selection Screen.

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8 Coverage Screen

A Overview

The Coverage Screen will be displayed with the crop names, application closing date, crop types, intended uses, planting periods, pay crops, and pay types that were selected on the Crop Selection Screen.

Notes: If 1 crop within a pay grouping is selected, all crops within that pay grouping will be displayed on the Coverage Screen. An “S” indicator will be displayed in front of the crop records that were actually selected on the Crop Selection Screen. The producer’s fee covers all crops within the pay grouping.

The Coverage Screen will be displayed after entering the ID number of a producer who has previously filed a buy-in application. Additional crops can be selected by pressing “Cmd16”, which will display the Crop Selection Screen.

B Example of Coverage Screen

The following is an example of the Coverage Screen.

2008 Buy-In 2		107-A TULARE		Entry		MHA?AC01	
Coverage Screen		Version:		AF77	04/26/2009	08:54	Term H2

Producer JOE VARGAS		ID/Type		1234 S			
	Crop	Closing Date	Type Use	Planting Period	Pay Crop	Pay Type	
S	ALFALFA	03/15/2008	FG	01	0027	001	
	ALFALFA	03/15/2008	SD	01	0027	001	
	BARLEY	03/01/2007	SPR FG	01	0091	002	
	BARLEY	04/01/2007	SPR GZ	01	0091	002	
	BARLEY	09/01/2008	WTR FG	01	0091	002	
	BARLEY	09/01/2008	WTR GZ	01	0091	002	
	CLOVER	02/28/2008	CRM FG	01	0102	001	
	CUCUMBERS	03/01/2008	ENG FH	01	0132	002	
	CUCUMBERS	03/01/2008	PKL FH	01	0132	002	
S	CUCUMBERS	02/01/2008	PKL PR	01	0132	002	
More Crops							
Enter=Continue		Cmd4=Prev	Cmd7=End	Cmd16=Add	Cmd24=Delete	Roll=Page	

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8 Coverage Screen (Continued)

C Action

County Offices shall review the crops listed on the Coverage Screen, paying close attention to the types, intended uses, planting periods, pay crops, and pay types that were selected.

This table provides the commands and functions that are available on the Coverage Screen.

Action	Result
Enter	The Determination Screen will be displayed. See paragraph 9.
Cmd4	<p>Either of the following screens will be displayed:</p> <ul style="list-style-type: none"> • Crop Selection Screen • NAP Producer Selection Screen.
Cmd7	Menu MHB000 will be displayed.
Cmd16	The Crop Selection Screen will be displayed. This option will allow counties to add additional crops to a producer’s buy-in application.
Cmd24	<p>The selected pay group will be deleted from the buy-in application. To delete a pay group, place the cursor in front of a crop record in the pay group to be deleted, and PRESS “Cmd24”. The user must confirm the delete by pressing “Cmd24” a second time. Crops shall only be deleted if selected in error. Fees are not refundable.</p> <p>Note: Deleting crops will not remove fees from CCC-257.</p> <p>Example 1: Producer A files a buy-in application on cucumbers and lettuce and pays the applicable \$200 fee. Ten days later, the producer decides that he or she wants to plant cabbage instead of lettuce. The County Office shall:</p> <ul style="list-style-type: none"> • not delete the lettuce crop • add cabbage to the producer’s application • collect the applicable fee of \$100. <p>Example 2: Producer A is in the County Office filing a buy-in application for several crops. The County Office completes the application and collects the applicable fee. The buy-in application is generated and when the producer reviews the application for signature, the producer discovers that an incorrect planting number for a crop has been selected. In this situation, the County Office shall delete the incorrect record and add the correct record. No additional fee would be collected.</p>
Roll	If more than 10 crops have been selected, the additional crops will be displayed.

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9 Determination Screen

A Overview

The Determination Screen is a pop-up screen that:

- will be displayed when “Enter” is pressed on the Coverage Screen
- is used to enter certification for producers who are considered socially disadvantaged, limited resource, or beginning farmer or rancher

Note: The question displayed on the Determination Screen only refers to a limited resource producer; however, the question applies to socially disadvantaged, beginning farmer or rancher, or limited resource producer.

- is used to enter fee amounts collected in other counties.

B Example of Determination Screen

The following is an example of the Determination Screen.

2008 Buy-In 2	107-A TULARE	Entry	MHA?AC01
Coverage Screen		Version: AF77	04/26/2009 09:34 Term H2

Producer	JOE VARGAS	ID/Type	1234 S
S	Crop	Determination Screen	MHA?AC1A
	ALFA		Pay
	ALFA		Type
	BARL	Is this a Limited Resource Producer?	001
	BARL	Enter Fee Amount Paid in Other Counties.	001
	BARL	N (Y or N)	002
	BARL	600	002
	CLOV		002
	CUCU		001
S	CUCU	Enter=Continue Cmd4=Previous Screen	002
	CUCU		002
Enter=Continue Cmd4=Prev Cmd7=End Cmd16=Add Cmd24=Delete Roll=Page			

C Action

The Determination Screen will be used to:

- certify whether a producer is considered socially disadvantaged, limited resource, or beginning farmer or rancher

Note: Software is defaulted to “N”. County Offices shall change the “N” flag to a “Y” flag if the producer certifies to being socially disadvantaged, limited resource, or beginning farmer or rancher.

- enter fee amounts paid in another county. Entries must be made in hundred dollar increments, from \$100 to \$900. If no fees have been paid in other counties, this field shall be left blank.

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9 Determination Screen (Continued)

C Action (Continued)

For 2008 NAP Buy-In 2, the fee amounts paid in other counties shall include the total for all counties of:

- 2008 NAP Buy-In 2 fees
- 2008 NAP Buy-In fees
- 2008 NAP application for coverage fees.

For 2008 CAT Buy-In 2, the fee amounts paid in other counties shall include the total for all counties of:

- 2008 CAT Buy-In 2 fees
- 2008 CAT Buy-In fees
- CAT coverage fees
- \$100 per crop insured at a level other than CAT.

Note: The producer must provide the County Office with a copy of the other counties' buy-in applications signed and dated by the CCC representative, NAP applications for coverage signed and dated by the CCC representative, and/or CAT coverage documentation before any fee amounts paid to other counties are entered into this field.

When "Enter" is pressed, the Fees Screen will be displayed.

10 Fees Screen

A Overview

The Fees Screen is a pop-up screen that:

- calculates the total fees and the fees paid in other counties
- allows the user to enter the total fee previously paid in this county and the fee amount owed.

Notice DAP-310

10 Fees Screen (Continued)

B Example of Fees Screen

The following is an example of the Fees Screen.

2008 Buy-In 2 Coverage Screen	107-A TULARE	Entry Version: AF77 04/26/2009 09:34 Term H2	MHA?AC01

Producer	JOE VARGAS	ID/Type	1234 S
	Fees Screen		MHA?AC1B
S	Crop	Total Fee:	\$ 200
	ALFA	Total Fee Previously Paid in this County:	\$ 200
	ALFA	Fees Paid in Other Counties:	\$ 600
	BARL	Fee Amount Owed:	\$ 100
	BARL		
	BARL	FEE MUST BE PAID AT THE TIME THE APPLICATION IS	
	BARL	SUBMITTED. HAVE YOU COLLECTED THE FEE AMOUNT OWED FROM	
	CLOV	THE PRODUCER? (Y OR N)	
	CUCU		
	CUCU		
S	CUCU	Enter=Continue Cmd4=Previous Screen	
			Pay Type 001 001 002 002 002 002 001 002 002 002
Enter=Continue Cmd4=Prev Cmd7=End Cmd16=Add Cmd24=Delete Roll=Page			

C Action

This table provides an explanation of the fields on the Fees Screen.

Field	Description
Total Fee	Fee amount as calculated for the producer from the crops selected in the administrative county. This field is a display-only field.
Total Fee Previously Paid in this County	<p>Total of fees already paid in this county is a manual-entry field. Entry cannot exceed \$300. If no fees have already been paid in this county, this field shall be left blank.</p> <p>For 2008 NAP Buy-In 2, the “Total Fee Previously Paid in this County” field shall include all fees paid in the county for:</p> <ul style="list-style-type: none"> • 2008 NAP Buy-In 2 • 2008 NAP Buy-In • 2008 NAP application for coverage. <p>For 2008 CAT Buy-In 2, the “Total Fee Previously Paid in this County” field shall include all fees paid in the county for:</p> <ul style="list-style-type: none"> • 2008 CAT Buy-In 2 • 2008 CAT Buy-In • 2008 CAT coverage • \$100 per crop insured at a level other than CAT.

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10 Fees Screen (Continued)

C Action (Continued)

Field	Description		
Fees Paid in Other Counties	This will display the amount of fees paid in other counties as entered on the Determination Screen according to paragraph 9. This is a display-only field.		
Fee Amount Owed	Total fee amount owed is a manual-entry field. Entries cannot exceed \$300. County Offices shall manually calculate the fee amount owed according to the following.		
	Step	Action	
	1	Add: <ul style="list-style-type: none"> • “Total Fee Previously Paid in this County”, plus • “Fees Paid in Other Counties”. 	
	2	IF the result of step 1 is... equal to or greater than \$900	THEN... “Fee Amount Owed” is equal to \$0.
		less than \$900	continue to step 3.
	3	Subtract: <ul style="list-style-type: none"> • \$900, minus • result of step 1. 	
	4	Compare the result of step 3 to the “Total Fee”.	
IF the result of step 3 is... greater than or equal to the “Total Fee”		THEN the “Fee Amount Owed” is equal to the result of... <ul style="list-style-type: none"> • \$300, minus • “Total Fee Previously Paid in this County”. 	
less than the “Total Fee”		step 3.	

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10 Fees Screen (Continued)

C Action (Continued)

County Offices **shall** collect the fee amount owed at the time the producer files the buy-in application. Selected crop records can be established as pending records if the producer does **not** have the money to pay the fee at the time of application. The Fees Screen will provide County Offices the opportunity to either establish the records as pending or to proceed to the Collection Screen by answering the question, “FEE MUST BE PAID AT THE TIME THE APPLICATION IS SUBMITTED. HAVE YOU COLLECTED THE FEE AMOUNT OWED FROM THE PRODUCER? (Y OR N)”.

Note: This statement will **not** appear on the Fees Screen if a producer has already met the buy-in fee requirements.

IF...	THEN...
“Y”	the Collection Screen will be displayed. ENTER “Y” if the County Office has collected the fee amount owed from the producer.
“N”	crop records will be established as pending. At such time the producer returns to the County Office to pay the fee amount owed, the Coverage Screen will be displayed, with “P” status on the crop records, after the producer is selected on the NAP Producer Selection Screen. Records can now be updated and fees collected according to current procedure.
fee requirements have been previously met	the fee amount owed will be \$000. When “Enter” is pressed, the message, “Records have been updated, press enter to continue”, will be displayed. When “Enter” is pressed, the Printer Selection Screen will be displayed. FSA-752 or FSA-753, as applicable, will be generated.

11 Collection Screen

A Overview

The Collection Screen is a pop-up screen that will be:

- displayed if “Y” is entered on the Fees Screen to answer the collection of fees question
- used to enter the fee amount collected from the producer.

Note: In addition, if a manual application was taken, the fee collection date can be entered.

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11 Collection Screen (Continued)

B Example of Collection Screen

The following is an example of the Collection Screen.

2008 Buy-In 2	107-A TULARE	Entry	MHA?AC01
Coverage Screen		Version: AF77	04/26/2009 09:34 Term H2

Producer	JOE VARGAS	ID/Type	1234 S
Collection Screen			MHA?AC1C
S	Crop	Fee Amount Owed:	\$ 100
	ALFA	Enter Fee Amount Collected From Producer:	\$ 100
	ALFA	Is this a Manual Fee Collection? N (Y or N)	
	BARL	If yes, enter date of collection	(MM/DD/YYYY)
	BARL		
	BARL	Pressing Cmd5 on this screen will update the fee amount	
	CLOV	to accounting. Cmd5 shall not be pressed if the fee	
	CUCU	amount owed has not been collected from the producer.	
	CUCU		
S	CUCU	Cmd4=Previous Screen	Cmd5=Update
Enter=Continue Cmd4=Prev Cmd7=End Cmd16=Add Cmd24=Delete Roll=Page			

C Action

This table provides an explanation of the fields on the Collection Screen.

Field/Command	Description
Fee Amount Owed	This field provides the fee amount owed from the producer. This is a display-only field. Note: The producer must pay the entire amount owed to complete their application.
Enter Fee Amount Collected From Producer	The County Office shall enter the dollar amount received from the producer. Note: The County Office must collect the entire fee amount owed from the producer to complete the buy-in application.
Is this a Manual Fee Collection? (Y or N)	This field will be used in the situation in which a manual application was taken and the fee was deposited on a manual CCC-257. The field is defaulted to "N". The flag shall be set to "Y" if the application and fee were taken manually on a previous day and the fee was deposited on a manual CCC-257. Applications taken manually on the current day can be loaded in the system, and the flag shall remain defaulted to "N". If this flag is set to "Y", the buy-in application must be printed through NAP Reports Menu MHACR0. Select option 13, "NAP/CAT Buy-Ins", and then select option 8, "FSA-752 (s) – CAT Buy-In 2", or option 11, "FSA-753 (s) – NAP Buy-In 2", as applicable. The application will not automatically be generated.

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11 Collection Screen (Continued)

C Action (Continued)

Field/Command	Description
If yes, enter date of collection (MM/DD/YYYY)	If the buy-in application and fee were taken manually and the fee was deposited on a manual CCC-257, the date of the manual application shall be entered. A date shall not be entered if the Manual Fee Collection Flag is set to "N".
Cmd4	The Fees Screen will be displayed.
Cmd5	<p>The record will be updated and fee data will be transferred to accounting. Accounting Schedule of Deposit Screen AGK00500 will be displayed. See 3-FI.</p> <p>Once records have been updated through accounting, the Printer Selection Screen will be displayed. The buy-in application will be generated.</p> <p>Note: The record shall not be updated if the applicable fee has not been collected from the producer.</p>

12 Print Process

A Application Print Process

A system-generated application will be printed each time a buy-in application is entered into the system. All crop data entered on a single day will be printed on the same application. A different application will be printed for crop data entered on different days.

Note: If crop data is modified after an application is taken, subsequent versions of the application print may contain different fee information than the original application; therefore, County Offices shall maintain all versions of the printed application.

If 1 crop within a pay grouping is selected, all crops within that pay grouping will be printed on the application. The producer's fee covers all crops within the pay grouping. An "S" indicator will print in front of the crop records that were actually selected on the Crop Selection Screen. All crops printed on an application are covered with the fees that were collected.

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12 Print Process (Continued)

A Application Print Process (Continued)

An application will **not** be printed during the application process if:

- crop records are updated as pending

Note: The application must be printed through 2008 NAP/CAT Buy-Ins Menu MHACR1, option 9, “FSA-752 (s) – Pending CAT Buy-In 2”, or option 12, “FSA-753 (s) – Pending NAP Buy-In 2”, as applicable.

- “Y” is entered on the Collection Screen to answer the question, “Is this a manual fee collection?” The application must be printed through 2008 NAP/CAT Buy-Ins Menu MHACR1, option 8, “FSA-752 (s) – CAT Buy-In 2”, or option 11, “FSA-753 (s) – NAP Buy-In 2”, as applicable.

B Menu Option Print Process

Applications can be reprinted through 2008 NAP/CAT Buy-Ins Menu MHACR1 by taking option 8, “FSA-752 (s) – CAT Buy-In 2”, or option 11, “FSA-753 (s) – NAP Buy-In 2”, as applicable. All applications entered for the selected producer will print. The application date (date original application was filed) will print in the upper-right corner.