

For: State and County Offices

**Re-Entering Assignment Information for Remaining Contract Year 2005
Tobacco Transition Payment Program (TTPP) Payments Approved in FY 2006**

Approved by: Deputy Administrator, Management



1 Overview

A Background

On November 23, 2005, TTPP software modifications were implemented that use new program codes (PP05COMMPRO, TTPP05COMMQUO) when issuing payments. The codes were established as part of the enhancement to allow multi-year assignments to be entered to FSA-Financial Services (FSA-FS). Because of this, assignments that were entered before the release of the multi-year enhancement were entered under the old program codes (05TTPPCOMMPRO, 05TTPPCOMMQUO) that are no longer recognized by TTPP payment software.

B Purpose

This notice provides instructions for canceling and re-entering program year 2005 TTPP assignment information for **any remaining** contact year 2005 payments that are being issued in FY 2006.

Note: No action is required for assignments on contract year 2005 payments that were honored before November 23, 2005.

C Contacts

The following table provides contact information for questions about this notice.

IF located in a...	THEN contact...
County Office	State Office.
State Office	Rodney Davis, FMD, by e-mail at Rodney.Davis@wdc.usda.gov .

Disposal Date	Distribution
June 1, 2006	State Offices; State Offices relay to County Offices

2 Canceling and Re-Establishing TTPP Assignments for Contract Year 2005 Payments

A Assignments Not Displayed During Certification

TTPP software modifications that were implemented on November 23, 2005, utilize the same program codes that were established for TTPP multi-year assignment enhancement.

Consequently, when a user is attempting to certify TTPP payments, the National Payment Service (NPS) does not recognize assignments established under program codes used before the release of the enhancement. For payment year 2005 assignments that have **not yet been honored** to be honored, users will be required to:

- access FSA-FS
- cancel the original assignment
- re-enter the assignment under the drop-down box menu selection “Tobacco Transition Payment Program” that is linked to the new program codes.

B Canceling an Assignment

2005 TTPP assignments that were established under old program codes that have **not** been satisfied, either partially or whole, should be canceled. They will be:

- displayed on the View Assignments Screen
- recognized by having the earlier creation date, if more than 1.

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2 Canceling and Re-Establishing TTPP Assignments for Contract Year 2005 Payments (Continued)

C Re-Establishing the TTPP Assignment

For contract year 2005 assignments that were entered before the implementation of the multi-year enhancement and have **not yet been honored**, the user shall re-establish the assignment in FSA-FS. Instructions for entering multi-year assignments for TTPP were provided in Notice FI-2717.

Note: A contract number is required for entering TTPP assignments.

IF a 2005 assignment has not yet been honored and 2005 is...	THEN, in FSA-FS...
the only year assigned	<ul style="list-style-type: none"> • cancel the original 2005 TTPP assignment • select 2006 from the payment year drop down box • enter the 2005 assignment amount.
not the only year assigned, but a multi-year assignment has not been created and accepted	<ul style="list-style-type: none"> • cancel the original 2005 TTPP assignment • select 2006 from the payment year drop down box • enter the 2005 assignment plus any applicable 2006 assignment amount • enter all other applicable payment years and amounts to the correct year on the multi-year screen.
not the only year assigned and a multi-year assignment has been created and accepted	<ul style="list-style-type: none"> • cancel both the original 2005 and 2005 multi-year TTPP assignment • select 2006 from the payment year drop down box • enter the amount of the 2005 assignment plus any applicable 2006 assignment amount. <p>Note: Amounts assigned in an individual year can only be honored up to the amount of payments earned in that same year. Assignment amounts that cannot be honored because they exceed program earnings should not be carried forward.</p>

D Directing the System to Search for the New Assignment

Access the NPS Certification Screen for each TTPP payment that corresponds with a new TTPP assignment and click the “Reset Special Processing” link. This will direct the system to perform a search for, and to honor, the new assignment that has been created.