

For: State and County Offices

Closeout Instructions for Dairy Disaster Assistance Payment (DDAP-III) Program

Approved by: Deputy Administrator, Farm Programs



1 Overview

A Background

DDAP-III signup ended on May 5, 2008. Notice LD-601 provided authorization to issue DDAP-III payments to eligible applicants with production losses greater than 20 percent. Payment software was available for County Offices to process payments beginning on June 24, 2008.

B Purpose

This notice:

- informs State and County Offices of the deadline for issuing DDAP-III payments
- provides instruction for reporting completion of the payment process.

C Contact

Direct questions about this notice to either of the following.

Name	Telephone Number	E-Mail Address
Dani Cooke	202-720-1919	danielle.cooke@wdc.usda.gov
Elizabeth Miller	202-690-8038	elizabeth.miller@wdc.usda.gov

Disposal Date

January 1, 2009
8-14-08

Distribution

State Offices; State Offices relay to County Offices

Notice LD-604

2 Close Out Process

A Payment Processing Deadline

The County Office deadline for completing processing of DDAP-III payments, including all corrections, is **COB August 29, 2008**. After this date, no DDAP-III payments or correction activity may be recorded in the eDDAP-III payment processing software.

In the case of payments resulting from appeals, the payment process will be made available as necessary. State Offices shall advise the National Office of payments that will be necessary to process following the August 29 deadline.

B Funds Request

Current State and County Office allotments in eFC will be reduced after the August 29, 2008, deadline. State Offices may request additional DDAP-III funds from the National Office as needed to complete payment processing, including corrections and appeals.

3 Reporting Requirement

A County Office Action

County Offices shall provide a status report by COB August 22, 2008, to their respective State Offices indicating if all DDAP-III payments and corrections have been processed. If all DDAP-III payments have not been processed, County Offices shall provide a report to their State Office indicating:

- the number of payments or corrections outstanding
- the funding necessary to complete outstanding payment processes
- the reason the payment has not been processed.

B State Office Action

As State Offices complete the processing of payments, the National Office will redistribute funds through eFC to process payments for remaining applicants. State Offices shall notify Elizabeth Miller by e-mail when all DDAP-III payments have been processed and if any funds remain in the eFC State reserve so that funds may be redistributed as necessary.

If all payments and corrections are **not** issued by the deadline, State Offices shall provide a summary of the elements required in subparagraph A by e-mail to Elizabeth Miller by September 5, 2008.