

For: State and County Offices

Closeout of MILC Outstanding Payments

Approved by: Acting Deputy Administrator, Farm Programs



1 Overview

A Background

MILC program authorization ended on September 1, 2014. MILC application and payment processing software will be permanently removed from the automation platform effective October 1, 2015. Therefore, any remaining or pending MILC transactions must be completed before the software is retired.

B Purpose

This notice provides State and County Offices with instructions for closing out the MILC program.

C Contact

If there are questions about this notice, State Offices shall contact Angela Payton, PSD by either of the following:

- e-mail to angela.payton@wdc.usda.gov
- telephone at 202-720-0482.

Disposal Date	Distribution
December 1, 2015	State Offices; State Offices relay to County Offices

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2 MILC Closeout Process

A MILC Outstanding Payment Report

State Offices have been provided a report from the National Office that identifies outstanding MILC payments that must be resolved as soon as possible. County Offices **must**:

- research each producer listed on the report to determine if payment is valid
- identify invalid payments with an inserted comment in the report and return to the State Office Price Support Specialist to report back to the National Office
- request funds according to subparagraph C for valid payments, including the amount of prompt payment interest, as appropriate, in the request according to 61-FI.

B MILC Processing Deadline

County Offices **must** complete **all** remaining or pending MILC transactions no later than **COB September 21, 2015**. After this date, no MILC payments or correction activity may be recorded in the MILC application and payment processing software.

C eFunds Request

County Offices shall request by FY, funding necessary to complete all outstanding MILC payments through their respective State Office Price Support Specialist.

State Offices shall request additional MILC funds from the National Office as needed, to complete payment processing by the MILC processing deadline in subparagraph A and ensure the following:

- funds are allocated timely in eFunds
- outstanding payments are issued in advance of the software shutdown.

3 Action

A County Office Action

County Offices shall:

- comply with the instructions provided in this notice
- see 11-LD for MILC policy and procedures
- request additional funds for MILC payment processing through the State Office, as needed.

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3 Action (Continued)

B State Office Action

State Offices shall:

- forward requests for additional funds to the National Office contact in subparagraph 1 C
- return outstanding MILC payment reports to the National Office with an explanation for each entry
- ensure that County Offices process all outstanding or pending payments before the MILC application and payment processing software is shutdown
- see 11-LD for MILC policy and procedures
- contact the National Office, as necessary, according to subparagraph 1 C.