

For: State and County Offices

**Reminder for Issuing FY 1999 Final PFC Payments**

Approved by: Deputy Administrator, Farm Programs



**1 Overview**

**A**

**Background**

The Federal Agriculture Improvement and Reform Act of 1996, Pub. L. 104-127, provides that, "An annual contract payment shall be made not later than September 30 of each of fiscal years 1996 through 2002".

Notice PF-111 advised State and County Offices about the requirements for issuing FY 1999 final PFC payments.

**B**

**Purpose**

This notice:

- reminds State and County Offices about the requirements for issuing FY 1999 PFC payments by the September 30, 1999, statutory deadline
- reminds State and County Offices that the 1999 PFC regular and special payment processes **will be** disabled on October 1, 1999
- advises State and County Offices of the status of requests for authorization codes that have been submitted for FY 1998 and prior years
- instructs State and County Offices of action that shall be taken on requests for authorization codes for FY 1998 and prior years in which a response has not yet been received from PECD, Commom Provisions Branch.

<b>Disposal Date</b>	<b>Distribution</b>
January 1, 2000	State Offices; State Offices relay to County Offices

## Notice PF-115

### 2 PFC Payment Processing Reminders

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#### A

#### Reminder

Inquiries have been received about the possibility of extending the September 30 statutory deadline for issuing 1999 final PFC payments. This deadline **is not being extended**.

The 1999 regular and special payment processes **will be** disabled on October 1, 1999.

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#### B

#### Typewritten Checks

**Typewritten checks shall not be issued under any circumstances.** See 2-PF, subparagraph 181 D.

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### 3 Requests for Authorization Codes

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#### A

#### FY 1999 Requests for Authorization Codes

Notice PF-111 advised State and County Offices that all steps shall be taken to ensure that FY 1999 final PFC payments are issued by the September 30, 1999, statutory deadline.

Since the PFC payment process has been enabled throughout the fiscal year, County Offices are expected to issue all FY 1999 PFC payments through the regular and special payment processes. Exceptions to this provision apply to cases involving:

- disputed shares
  - pending bankruptcies and appeals.
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## Notice PF-115

### 3 Requests for Authorization Codes (Continued)

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#### B

#### FY 1998 and Prior Years

At this time, all requests for authorization codes have been processed by PECD, CPB with the exception of cases involving:

- misaction/misinformation
- requests for relief
- erroneously canceled payments.

In cases where the request for authorization codes was:

- approved, authorization codes have been issued and faxed to the applicable State Office
  - denied, a memo was faxed to the applicable State Office identifying the reason for the denial.
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#### C

#### County Office Action

County Offices shall:

- ensure that all FY 1999 PFC payments are issued timely
- verify that a response has been received on all requests for authorization codes, except those cases involving:
  - misaction/misinformation
  - requests for relief
  - erroneously canceled payments.
- ensure that required documentation has been resubmitted to DAFP if the request for authorization codes was denied pending submission of additional documentation
- promptly notify their State Office if a response has not been received on a request for authorization codes.

**Note:** Cases submitted after September 1, 1999, shall not be included on this list.

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## Notice PF-115

### 3 Requests for Authorization Codes (Continued)

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#### D

#### State Office Action

If a County Office notifies the State Office that a request for authorization codes has not been received, State Office shall:

- review their files to ensure that the request for authorization codes has been forwarded to PECD, CPB
- draft a memorandum to PECD, CPB identifying any case in which a response has not been received. The following information shall be submitted on each case in question:
  - county name
  - producer name
  - affected farm numbers
  - fiscal year in which authorization codes are requested.

**Reminder:** The State Office shall not include cases involving:

- misaction/misinformation
  - requests for relief
  - erroneously canceled payments.
- fax the memorandum to PECD, CPB attention Sandy Bryant at 202-720-0051.
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#### E

#### PECD, CPB Action

For each memorandum received from a State Office, PECD, CPB will:

- immediately notify the State Office that the memorandum has been received and action is being taken to locate the case file
  - review their files to ensure that the case file has been received. If the case has:
    - been received and a response has been drafted, the response will be re-faxed to the applicable State Office
    - been received and a response has not been drafted, action will be taken to review the case file as soon as possible
    - not been received, the State Office will be notified to resubmit the case file documentation for review.
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