

For: State and County Offices

eEWE Payment Processing Software Update

Approved by: Acting Deputy Administrator, Farm Programs



1 Overview

A Background

Notice PS-502:

- provided instructions for processing approved Ewe Lamb Replacement and Retention Payment Program (ELRRPP) applications in eEWE web-based software
- instructed County Offices to begin disbursing payments to approved ELRRPP applicants using the eEWE payment software.

Most ELRRPP benefits have been disbursed, however, many State Offices have reported software-related problems that have prevented some County Offices from disbursing remaining ELRRPP benefits. The National Office has been working with KC Application Development Center to resolve all outstanding software issues.

B Purpose

This notice provides State and County Offices with instructions for the following:

- updating eligibility records
- duplicate payments on hold in National Payment Services (NPS)
- eEWE applications with single ineligible producers
- “pending” status applications
- re-opening the eEWE software
- server error messages
- e-funds and allocations.

Disposal Date	Distribution
June 1, 2006 5-23-05	State Offices; State Offices relay to County Offices

Notice PS-508

2 Updating Subsidiary Records for eWE Payment Processing

A Web Service Migration

On January 3, 2005, FSA migrated producer eligibility data used by County Offices to a central web-based system. During the implementation process, several situations were identified that caused eligibility data to change from eligible values to default values according to Notice PL-130. As a result, eligibility records will need to be updated according to subparagraph B.

B Updating Eligibility Records

County Offices shall review and update the eligibility records of producers with eWE (ELRRPP) applications and correct data by:

- updating the record according to 3-PL and Notice PL-135, subparagraph 5 B
- referring to:
 - Notice CM-510, which instructed counties to delete and discontinue using generic farms
 - Notice CP-585, which provided procedure for updating the eligibility file so producers not associated with a specific farm can receive payment
- contacting the State Office for assistance.

Note: State Offices shall contact PECD, Common Provisions Branch, at 202-720-3464, if further guidance is needed on updating eligibility records according to the above mentioned notices.

C Processing Information

eWE payment software currently reads the System 36 mainframe to determine eligibility instead of the new web-based eligibility system. Flag settings made at the web-based eligibility site update to the mainframe every Monday and Thursday night. County Offices shall consider the following schedule when making changes to web-based eligibility flag settings.

IF flag settings are changed...	THEN they are available for eWE payment processing by...
Tuesday through Thursday	Friday.
Friday or Monday	Tuesday.

Note: Updates made on Monday and Thursday after 12 p.m. central time may miss the window for update to the mainframe. If this occurs the update should be processed during the next subsidiary mainframe process.

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2 Updating Subsidiary Records for eEWE Payment Processing (Continued)

C Processing Information (Continued)

A future enhancement will update the eEWE payment software to read eligibility data entirely from the new web-based eligibility service in real-time. Once this conversion takes place, eligibility data will be immediately updated and available for eEWE payment processing.

D eEWE Eligibility Flags

eEWE payment software is reading 2004 eligibility flags for the following:

- AD-1026
- controlled substance
- 6-CP
- HELC
- converted wetland
- planted converted wetland
- farm/tract eligibility.

3 Duplicate Payments Existing in NPS

A Duplicate Issue

When duplicate payments exist in NPS for an application whose payment has yet to be certified and signed in NPS, that condition probably resulted from “clicking” on the submit button more than once on the eEWE payment screen. To ensure that applicants do not receive duplicate payment, County Offices are instructed to access the NPS software system according to a forthcoming FI notice and set the applicable duplicate payment to “Hold Status” by selecting:

- “Certification”
- “Detail”
- “Hold for Cancel by Program”.

B Duplicate Payment Production Fix

Duplicate correction software is being developed that will cancel or remove duplicate payments that have been placed in hold status on the NPS system. Initially only those hold payments will be removed that do not have a corresponding entry in the eEWE database.

Note: This fix will be implemented through KC. County Offices will not have to correct duplicates. Once the duplicate payments have been removed from the NPS system, the e-funds will be restored to the county allotment.

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3 Duplicate Payments Existing in NPS (Continued)

C Canceling Applications

Because of duplicate payments existing in NPS, the “Cancel” function has been disabled. After duplicate payments have been resolved according to subparagraph 3 B, the “Cancel” function will be re-activated. A future PS notice will be issued when this option becomes available.

4 EWE Applications With a “TOTAL” Paid Amount of Zero “0”

A Zero “0” Payment Issue

Using the eEWE payment software, some County Offices submitted single producer applications that were determined “ineligible” to be processed for eEWE payment. The result of this action caused the eEWE software to display a “TOTAL” paid application amount of zero “0”. Applications with zero payment can be identified by having a zero under the “Payment Amount” column in the corresponding application.

B Zero “0” Payment Production Fix

Information Bulletin No. 3273 provided that eEWE payment software was edited to update the status on all applications that were displayed as being “PAID” with an amount of zero “0” back to “approved” status. As a result, users are able to resubmit payment requests for producers previously noted with a zero “0” payment, pending eligibility.

C Production Payment Fix Schedule

The production fix provided in subparagraph 4 B will continuously run on a weekly basis (every Thursday evening) resetting the application status. For eEWE applications where the eEWE software reduces the payment to zero, County Offices shall review and update all eligibility data that may have been improperly recorded or converted during the migration process according to 3-PL and Notice PL-130. Once the record on the mainframe is up-to-date, the software will normally allow the payment to continue processing.

Note: County Offices are advised that processing eEWE payments may be delayed because of the interaction between the web server and mainframe files. This occurs because eEWE payment software uses mainframe files to determine eligibility and these files are updated by the web server every Monday and Thursday.

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5 Changing the Status of “Pending” Applications to “Approved”

A Pending Application Status

The County Office deadline for entering ELRRPP application data from FSA-384 into the eEWE application software was COB January 21, 2005. At that time, the application software was deactivated inhibiting all functionality with the exception of viewing applications. Some County Offices did not approve all pending applications that were entered into the eEWE database before the deadline. When the eEWE payment software was activated to allow County Offices to begin processing all “approved” applications for payment, applications left in “pending” status were not able to be processed for payment.

B “Pending” Applications Fix

Upon the issuance of this notice, County Offices will have the capability to access the eEWE application software, where only the “**Change Status**” functionality will be available. The Select Application for Status Change page will be displayed with all applications with "Select" to the far right of the page. Only applications in a “Pending” status can be selected to change status to "Approved".

C County Office Action for Pending Applications

County Offices shall:

- refer to Notice PS-499 which instructs County Offices on accessing the eEWE application software and use the “Change Status” functionality
- review and update all eligibility data that may have been improperly recorded or converted during the migration process according to paragraph 2
- refer to Notice PS-502 which instructs County Offices about:
 - accessing the eEWE payment software
 - issuing payments for all approved applications.

Note: If an application is selected and the eEWE payment system is still displayed with any producer on the list as ineligible, use the cancel button to return to the main menu and try again according to the processing schedule in subparagraph 2 C.

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6 Re-Opening eEWE Software

A Entry of Missed Applications

After outstanding payment software issues have been resolved and all payments have been disbursed, the eEWE application software will be re-opened to allow for the entry of all remaining applications that were not entered into the eEWE database by the deadline. A date for re-open has not been determined. However a future PS notice will be issued when this option becomes available.

B Corrections Relating to Underpayments and Overpayments

County Office employees will be able to perform corrections in the event of an error in payment or change in the number of eligible ewe lambs that may have resulted in an overpayment or underpayment. County Offices will have the ability to edit the application data, and resubmit the application for re-obligation of funds when the obligated amount is incorrect. After outstanding payment software issues have been resolved and all payments have been disbursed, the eEWE application software will be re-opened to allow for editing.

A date for re-open has not been determined, but a future PS notice will be issued when this option becomes available.

7 Server Error Messages

A Servlet Errors

Server error messages imply that the web connection to the eligibility system, SCIMS, or NPS is not available. County Offices may receive 1 of the following messages:

- ReleasePaymentServlet failed
- ApplicationServlet failed
- No Records Found.

B Action

If a County Office is experiencing problems with the eEWE software and receiving any of the error messages in subparagraph A, contact Shanita Hines, Program Specialist, PSD, Automation Branch by either of the following:

- telephone at 202-720-9888
- e-mail to Shanita.Hines@wdc.usda.gov.

These situations will be handled on a case-by-case basis. For subsidiary and SCIMS errors, County Offices should contact the FSA National Help Desk at 1-800-255-2434.

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8 E-Funds Control

A E-Funds

The payment processing cycle will not complete unless the funds are made available for a county attempting to process payments. If payments being processed exceed the e-funds specifically allocated to that county, the County Office will be prevented from completing payment processing for that application.

The following conditions will result in insufficient funds:

- duplicate payment
- overpayment.

If 1 of these conditions exists in a county, this may inhibit the county from processing remaining “approved” applications. The County Office will need to contact their State Office for assistance.

B Requesting Additional Funds

For sufficient funds to be allocated to a County Office, State Offices shall request an additional e-funds allocation by sending an e-mail to stacy.carroll@wdc.usda.gov that identifies the following:

- program for which funds needed (ELRRPP)
- amount of e-funds requested
- State and county codes
- reason for request.

After approval from the National Office, requested funds will be allocated to the State level for further allocation to the requesting County Office. An e-mail confirmation will be sent to the Price Support State Office Specialist, once the funds have been allocated.