

**For:** State and County Offices

**TAP LA Automated Payment Process**

**Approved by:** Acting Deputy Administrator, Farm Programs



**1 Overview**

**A Background**

Notice TAP-51 provided instructions for manually issuing TAP LA payments until the LA Voucher Software was modified to recognize TAP LA inspection types. State Offices were required to request eFunds to issue the manual payments.

**B Purpose**

This notice informs State and County Offices that:

- the LA voucher system has been modified to allow TAP LA inspection types to be entered; software became available on November 18, 2015
- requests for eFunds to issue TAP LA payments will no longer be required
- eFunds are not yet available for TAP LA payments. Approved vouchers should be entered in the software so that payments are automatically processed when eFunds are received.

**2 Automated TAP LA Voucher and Payment Processing**

**A TAP LA Inspection Types**

The following inspection types will be available in the LA voucher software:

- TAP-INT - initial inspection
- TAP-FIN - final inspection
- TAP-PWK - paperwork
- TAP-TRN - training
- TAP-TRV - travel.

<b>Disposal Date</b>	<b>Distribution</b>
March 1, 2016	State Offices; State Offices relay to County Offices

## Notice TAP-52

### 2 Automated TAP LA Voucher and Payment Processing (Continued)

#### B TAP LA Payments

TAP LA payments will process automatically when the voucher is data loaded and approved.

**Notes:** Once eFunds are made available, vouchers that have been loaded and approved will automatically process to NPS.

See 2-NAP for complete instructions on processing LA payments.

#### C Available Common Payment Reporting System (CPR) Reports

The following payment reports for TAP LA payments are available in CPR with **program name** "Loss Adj." and **program types** "TAP-LAC" and "TAP-TVL":

- Submitted Payments Report
- Submitted Overpayments
- Nonpayment/Reduction
- Failed Obligations/Insufficient Funds
- Payment History Reports: Summary and Detail.