

For: Tobacco State and County Offices

**Instructions for Prompt Payment Interest Determinations for FY 2005 and FY 2006
Tobacco Transition Payment Program (TTPP) Contracts**

Approved by: Deputy Administrator, Farm Programs



1 Overview

A Background

FY 2005 TTPP payments that were not paid by September 30, 2005, or FY 2006 TTPP payments that were not paid by September 30, 2006, may be eligible for prompt payment interest.

B Purpose

The purpose of this notice is to:

- outline the contracts that are eligible for prompt payment interest and how to apply the interest
- provide procedure and software instructions for handling prompt payment interest determinations for FY 2005 and FY 2006 TTPP payments.

2 Action

A County Office Action

County Offices shall:

- determine if prompt payment interest is due on all unpaid approved contracts as of October 1, 2005, for FY 2005 and October 1, 2006, for FY 2006
- become familiar with TTPP Prompt Pay Interest Determination software addressed in this notice
- use TTPP Prompt Pay Interest Determination software to mark eligible contracts as due prompt payment interest.

Disposal Date	Distribution
July 1, 2007	Tobacco State Offices; State Offices relay to applicable County Offices

Notice TB-1214

2 Action (Continued)

B State Office Action

State Offices shall ensure that County Offices follow the provisions in this notice.

3 Prompt Payment Interest Determinations

A Contracts Eligible for Prompt Payment Interest

Annual FY contract payments disbursed after September 30 of each respective FY because of TTPP software limitations, will be eligible for prompt payment interest calculated from September 30 of the applicable FY. Software outlined in this notice will automatically calculate the correct amount of interest due.

B Contracts Not Eligible for Prompt Payment Interest

Contracts that were not paid before October 1 of each FY because of a dispute of base quota level shares or ownership, are **not** eligible for prompt payment interest.

4 Prompt Pay Determination Software System Functionality

A TTPP Home Page Link

This is an example of the eTTPP Homepage with the Prompt Pay Interest link. Under “Links”, CLICK “Prompt Pay Interest” to access a list of unpaid approved contracts waiting interest determination.

USDA United States Department of Agriculture

Tobacco Transition Payment Program

TTPP Home | About FSA | Help | Contact Us | Logout

Links

- Section 508
- Accessibility
- Manage Farm (Quota Holder)
- Quota Holder Data
- Producer Data
- Prompt Pay Interest Reports

Tobacco Transition Payment Program Homepage

On October 22, 2004, The President signed the American Jobs Creation Act of 2004, (Pub. L. 108-357) which includes the Fair and Equitable Tobacco Reform, commonly referred to as the tobacco buyout.

Under this legislation, payments are made to tobacco quota holders and producers. This legislation also ends all aspects of the Federal tobacco marketing quota and price support loan programs effective with the 2005 crop.

Please select Link to continue

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4 Prompt Pay Determination Software System Functionality (Continued)

B Prompt Payment Interest Contract Selection

This is an example of the Prompt Pay Interest Contract Selection Screen users will receive if the requested county has no unpaid approved contracts that require prompt payment interest determinations.

The screenshot displays the USDA Tobacco Transition Payment Program (TTPP) interface. At the top left is the USDA logo with the text "United States Department of Agriculture". To the right is the program title "Tobacco Transition Payment Program". Below this is a decorative banner with images of tobacco leaves and a bicycle. A navigation bar contains links for "TTPP Home", "About FSA", "Help", "Contact Us", and "Logout". On the left side, there is a "Links" sidebar with a list of options: "Section 508", "Accessibility", "Manage Farm (Quota Holder)", "Quota Holder Data", "Producer Data", "Manage contract payment", and "Prompt Pay Interest". The main content area features a blue header for "Prompt Pay Interest Contract Selection". Below this header, there is a "County:" label followed by a dropdown menu currently showing "Bourbon". The main message on the screen is "No unpaid approved contracts need determination".

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4 Prompt Pay Determination Software System Functionality (Continued)

B Prompt Payment Interest Contract Selection

This is an example of the Prompt Pay Interest Contract Selection Screen when the user clicked, under “Prompt Pay Applicable”, the following:

- “Yes” for “Eligible for Prompt Pay Interest”
- “No” for “Not Eligible for Prompt Pay Interest.”

The screenshot displays the 'Tobacco Transition Payment Program' interface. At the top, it features the USDA logo and the text 'United States Department of Agriculture'. Below this is a navigation bar with links for 'TTPP Home', 'About FSA', 'Help', 'Contact Us', and 'Logout'. The main content area is titled 'Prompt Pay Interest Contract Selection' and contains a table with the following data:

Contract No.	Contract holder name	Farm No.	Tobacco type	Create	Approve	Prompt Pay Applicable
999999999999	JOHN DOE	82	Cigar-Filler and Binder	11/30/05	12/16/05	Year 2005 <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Undecided Year 2006 <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Undecided
999999999999	JOHN DOE	82	Cigar-Filler and Binder	11/30/05	12/16/05	Year 2005 <input type="radio"/> Yes <input checked="" type="radio"/> No <input type="radio"/> Undecided Year 2006 <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Undecided
999999999999	JOHN DOE	7924	Flue-	7/18/06	7/18/06	Year 2005 <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Undecided

To assist the user in making prompt payment interest determinations, the contract numbers are linked to the Contract Detail Screen. If the user clicks:

- “Yes”, the system will automatically use September 30, for the payment due date and calculate prompt payment interest
- “No”, the system will use the current date as the payment due date.

Once the user has made as many determinations as possible, CLICK “Submit” to update the database.

Note: If the requested county has more unpaid approved contracts then can be displayed on the screen, the screen will show a scroll bar on the right side.

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4 Prompt Pay Determination Software System Functionality (Continued)

B Prompt Payment Interest Contract Selection (Continued)

This is an example of the Prompt Pay Interest Contract Selection Screen users will receive when they have marked all unpaid approved contracts for payment and the database is updated successfully.


United States Department of Agriculture

Tobacco Transition Payment Program



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Links

- Section 508 Accessibility
- Manage Farm (Quota Holder)
- Quota Holder Data
- Producer Data
- Manage contract payment
- Prompt Pay Interest Contract Maintenance Reports

Prompt Pay Interest Contract Selection

Message: Update successful.

Contract No.	Contract holder name	Farm No.	Tobacco type	Create	Approve	Prompt Pay Applicable
999999999999	JOHN DOE	82	Cigar-Filler and Binder	11/30/05	12/16/05	Year 2005 <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Undecided Year 2006 <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Undecided
999999999999	JOHN DOE	82	Cigar-Filler and Binder	11/30/05	12/16/05	Year 2005 <input type="radio"/> Yes <input checked="" type="radio"/> No <input type="radio"/> Undecided Year 2006 <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Undecided
999999999999	JOHN DOE	7924	Flue-Cured	7/18/06	7/18/06	Year 2005 <input type="radio"/> Yes <input checked="" type="radio"/> No <input type="radio"/> Undecided Year 2006 <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Undecided

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4 Prompt Pay Determination Software System Functionality (Continued)

C Offices Servicing More Than 1 County

This is an example of the Prompt Pay Interest Contract Selection Screen users will receive when there are combined counties on the system. When a different county is selected from the drop down list, the system will automatically update to display the contracts for the requested county.

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Tobacco Transition Payment Program

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Prompt Pay Interest Contract Selection

County: Bedford

Contract No.	Contract holder name	Farm No.	Account type	Create	Approve	Prompt Pay Applicable
999999999999	JOHN DOE	0001960	Burley	3/28/05	7/11/05	Year 2005 <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> Flag Not Set Year 2006 <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> Flag Not Set
999999999999	JOHN DOE	0001400	Burley	9/19/06	10/24/06	Year 2005 <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> Flag Not Set Year 2006 <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Flag Not Set