

For: Tobacco State and County Offices

**Prompt Payment Interest Determinations for FY 2005, FY 2006, and FY 2007
Tobacco Transition Payment Program (TTPP) Contracts**

Approved by: Acting Deputy Administrator, Farm Programs



1 Overview

A Background

The following TTPP contract payments may be eligible for prompt payment interest:

- FY 2005 TTPP payments that were **not** paid by September 30, 2005
- FY 2006 TTPP payments that were **not** paid by September 30, 2006
- FY 2007 TTPP payments that were **not** paid by September 30, 2007.

B Purpose

This notice provides:

- procedure for County Offices to identify contracts that are eligible for prompt payment interest and how to apply interest
- procedure and software instructions for handling prompt payment interest determinations for FY's 2005, 2006, and 2007 TTPP payments.

<p>Disposal Date</p> <p>July 1, 2008</p>	<p>Distribution</p> <p>Tobacco State Offices; State Offices relay to applicable County Offices</p>
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2 Action

A County Office Action

County Offices shall do the following:

- determine whether prompt payment interest is due on all unpaid approved contracts as of:
 - October 1, 2005, for FY 2005
 - October 1, 2006, for FY 2006
 - October 1, 2007, for FY 2007
- become familiar with TTPP Prompt Pay Interest Determination software
- use TTPP Prompt Pay Interest Determination software to mark eligible contracts as “due prompt payment interest”.

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

Because of TTPP software limitations, annual FY contract payments disbursed **after** September 30 of each respective FY will be eligible for prompt payment interest. The interest will be calculated from September 30 of the applicable FY. TTPP Prompt Pay Interest Determination Software 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

Following 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 determination.



B Prompt Payment Interest Contract Selection

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



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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 that allows the user to select the following under “Prompt Pay Applicable”:

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

The screenshot shows the 'Tobacco Transition Payment Program' web interface. The main heading is 'Tobacco Transition Payment Program'. Below the heading is a navigation bar with links: 'TTPP Home', 'About FSA', 'Help', 'Contact Us', and 'Logout'. On the left side, there is a 'Links' menu with options: 'Section 508 Accessibility', 'Manage Farm (Quota Holder)', 'Quota Holder Data', 'Producer Data', 'Manage contract payment', 'Prompt Pay Interest', 'Contract Maintenance', and 'Reports'. 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
999999999991	SMITH FARMS	0009998	Flue-Cured	5/5/05	7/8/05	Year 2005 <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Flag Not Set Year 2006 <input type="radio"/> Yes <input checked="" type="radio"/> No <input type="radio"/> Flag Not Set
999999999999	JONES FARMS	0009999	Flue-Cured	9/21/07	9/21/07	Year 2007 <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> Flag Not Set

Below the table is a 'Submit' button. At the bottom of the page, there is a footer with various links: 'TTPP Home', 'USDA Internet', 'USDA Intranet', 'FSA Internet', 'FSA Intranet', 'FOIA', 'Accessibility Statement', 'Privacy Policy', 'Non-Discrimination Statement', 'Information Quality', 'FirstGov', and 'White House'.

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.

Notes: If the payment has been made for a contract year or the “Prompt Pay Applicable” field has been set previously, the contract year will not be displayed.

If the requested county has more unpaid approved contracts than can be displayed on the screen, a scroll bar will be displayed on the right side of the screen.

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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 that will be displayed when users have marked the “Prompt Pay Applicable” field “Yes” for the 2007 payment year and “No” for the 2006 payment year for contract 99999999991 and the database is updated successfully. Contract 999999999999 for Jones Farms, only shows payment year 2007 because years 2005 and 2006 have already been paid.

USDA 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
999999999991	SMITH FARMS	0009998	Flue-Cured	5/5/05	7/8/05	Year 2006 <input type="radio"/> Yes <input checked="" type="radio"/> No <input type="radio"/> Flag Not Set
999999999999	JONES FARMS	0009999	Flue-Cured	9/21/07	9/21/07	Year 2007 <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> Flag Not Set

Submit

TTPP Home | USDA Internet | USDA Intranet | FSA Internet | FSA Intranet
FOIA | Accessibility Statement | Privacy Policy | Non-Discrimination Statement | Information Quality | FirstGov | White House

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4 Prompt Pay Determination Software System Functionality (Continued)

C Offices Servicing More Than 1 County

Following is an example of the Prompt Pay Interest Contract Selection Screen that will be displayed 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.

USDA United States Department of Agriculture
Tobacco Transition Payment Program

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Prompt Pay Interest Contract Selection

County: Bedford

Contract No.	Contract holder name	County No.	Tobacco type	Create	Approve	Prompt Pay Applicable
99999999900	THOMAS FARMS	0001111	Burley	5/9/05	7/11/05	Year 2006 <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> Flag Not Set Year 2007 <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> Flag Not Set
99999999911	JOHNSON FARMS	0002222	Burley	9/18/07	9/18/07	Year 2007 <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> Flag Not Set

Submit

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