



BUREAU OF THE
Fiscal Service
U.S. DEPARTMENT OF THE TREASURY

Automated Standard Application for Payments (ASAP)

2015 Financial Management Conference

August 18, 2015



Agenda

- **ASAP Overview**
- **ASAP Project Team Update and Outreach Efforts**
- **ASAP Release 20.0 Status Update & Future Changes**
- **Dormant Accounts & Do Not Pay**
- **Debit Card Program**
- **Getting Ready for Year-End and Temporary Suspend**
- **Questions and Closing Remarks**

ASAP Overview

- ASAP is a system through which grantee organizations receiving federal funds can draw from accounts pre-authorized by federal agencies.
- ASAP is also used to make timely payments to financial agents that are performing financial services for Bureau of Fiscal Service (BFS) and other federal agencies.
- A few of the payment programs supported by ASAP
 - Agriculture's SNAP – food stamp program
 - Medicare and Medicaid programs
 - Unemployment Trust Fund
 - Defense Health Agency

ASAP Overview

- **How ASAP.gov works**

- Federal agencies (FA) and Recipient Organizations (RO) receiving federal funds enroll one time to use ASAP.
- FA's establish and maintain accounts in ASAP to control the flow of funds to organizations.
- FA's enter spending authorizations into their ASAP accounts in accordance with their program needs and schedules.
- Payment Requestors at the RO level initiate payment requests through ASAP to meet cash needs.
- Approved requests for next day or future day payments are paid via the Automated Clearing House (ACH) system, or by FEDWIRE if same day payment is required.

ASAP Overview

- Free to use
 - No charge for payment requests, account maintenance activities or data
- Information for both agencies and recipients
 - Specific agency reports with detailed payment and account information
 - Recipients have ample information to know their balances, account status and payment activity history
- User specific information
 - Notifications and broadcast messages

ASAP Overview

- Typical Day in ASAP
 - Almost 900 users log in every business day
 - \$332 million in ACH payments
 - \$526 million in Fedwire payments
 - \$1.5 billion in 1031 LOC payments
 - \$2.3 billion in total payments a day
 - Over 1,000 reports and inquiries a day

ASAP Overview

- Kansas City Financial Center Support
 - Help desk fields both email and phone inquiries
 - Answer recipient and agency end-user questions
 - Dedicated personnel focused on agency outreach and service
 - Provides support for ad-hoc report requests
 - Coordinates with agency to support agency business needs
 - End of fiscal year operations

Kansas City Financial Center (KFC) ASAP Project Oversight

The KFC staff provides operational support, outreach, and customer service to Federal agencies and Recipient Organizations.

We are only a phone call away!

ASAP Help Desk

1-855-868-0151

(option 2, then option 3)

KFC Contact Information

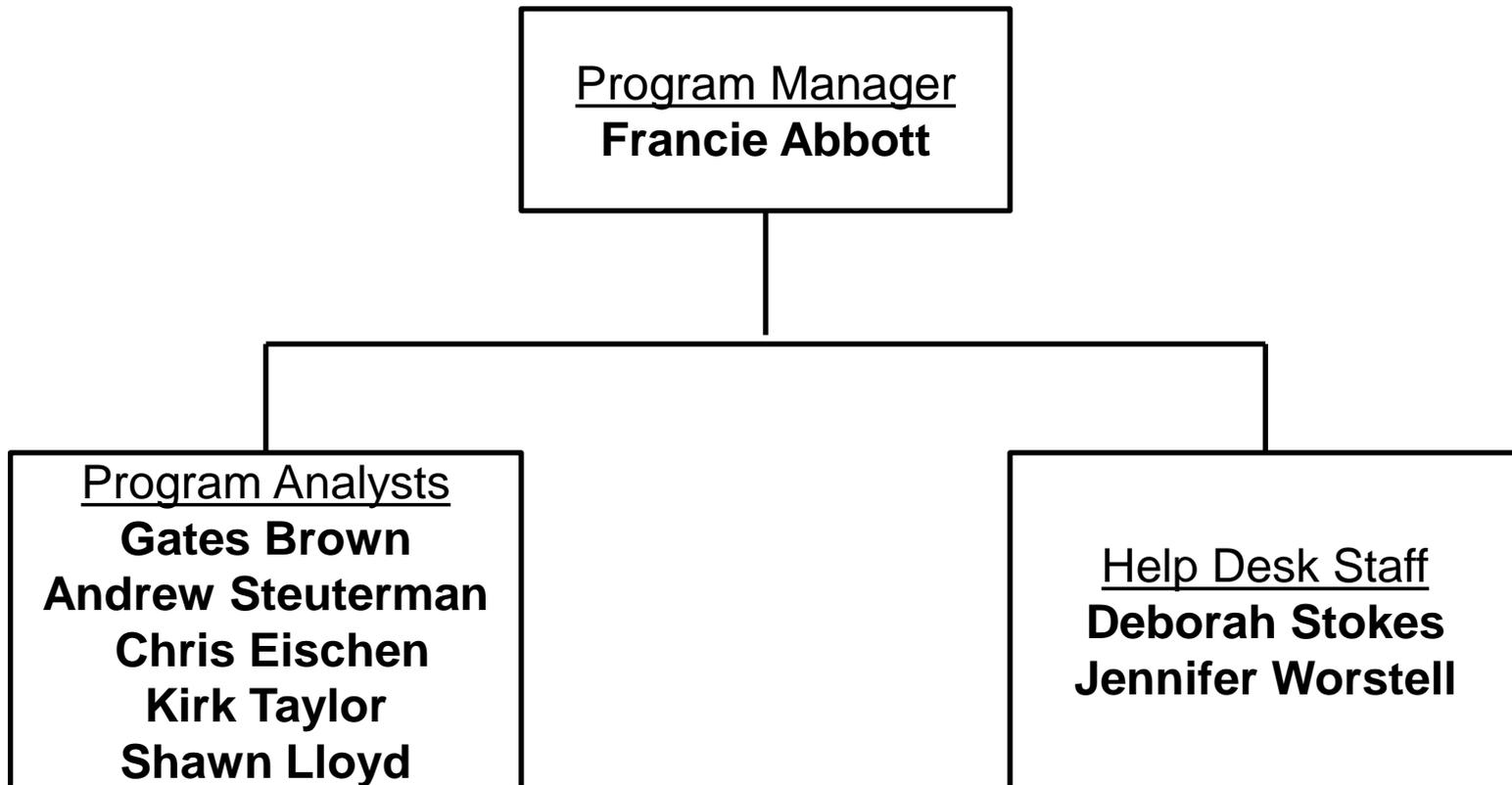
Mailing Address: Kansas City Financial Center (KFC)
PO Box 12599-0599
Kansas City, MO 64116-0599

Street Address: Kansas City Financial Center (KFC)
4241 NE 34th St
Kansas City, MO 64117

Hours of Operation: 6:30 a.m. – 5:30 p.m. CST (Mon-Fri)

KFC ASAP email: kfc.asap@fms.treas.gov

ASAP.gov Project Management & Support Organization Chart



Agency Outreach and Education

- Bi-monthly Newsletters
- Agency-specific training
- Periodic Broadcast Messages on ASAP.gov
- Updates provided on ASAP website

www.fiscal.treasury.gov/fsservices/gov/pmt/asap/asap_home.htm

Release 20.0 Update

- Implementation was successful
 - Schedule certifications are now processed in SPS.
- Helpful tips
 - Always have your schedule number and ALC ready when contacting the help desk for certification issues.
 - If you require another 440 file, contact the help desk.
 - If you need a schedule cancelled, contact the help desk.
 - We will do our best to help, but if it is an SPS issue we will have to transfer you to their help desk.

SSL to TLS Transition

- All individual users will have to ensure that they can use a TLS connection by the end of 2015.
- Best practices
 - Use most recent version of browser
 - Use Windows 7 or greater.
 - Ensure browser policies allow for TLS connection.
- There could be some file transmission impacts, we are still analyzing this aspect of the transition.

Dormant Account Reporting

- Dormant Account Reports are sent to FA's twice a year.
 - The first report should be received during the October timeframe.
 - The second report should be received during the April timeframe.
- FA's are required by US Code to review all unliquidated obligations
 - 31 USC Sec. 1554 - (2) Each report required by this subsection shall—
 - (E) contain a certification by the head of the agency that the obligated balances in each appropriation account of the agency reflect proper existing obligations and that expenditures from the account since the preceding review were supported by a proper obligation of funds and otherwise were proper.
- The Dormant Account Report can be utilized as a tool to clear old accounts that will no longer have disbursements drawn on them.
- The Dormant Account Report will be provided to GAO if requested. GAO may come to the agencies for answers to any questions they may have.

Do Not Pay

- Fiscal Service (FS) provides Do Not Pay with a monthly listing of all active Recipients, including Recipient name, address, Tax ID, and DUNs number.
- Do Not Pay matches the active ASAP Recipients against several Do Not Pay Lists.
- When Do Not Pay matches an ASAP Recipient against the “Excluded Parties List” (EPLS), FS sends a letter to each agency that has an open ASAP account with that Recipient.
- ASAP does not stop payments to matched Recipients! It is the agency’s responsibility to validate the Recipients eligibility for Federal funds and to remove the funding from the ASAP account if the Recipient is on the Do Not Pay list.
- The FS Debt Management Services will contact each ASAP Recipient that has a match against the Debt Check database and requests that they pay their debt immediately since they are receiving Federal funds through ASAP.

Debit Card Program

- This allows your agency to have the flexibility of cash with the security of a debit card.
 - You use ASAP.gov to authorize funds for JP Morgan bank to deposit on the cards.
 - This requires coordination outside of ASAP.gov.
 - ASAP.gov can provide the funds to JP Morgan the same day, so your cards can be funded on the day of certification if necessary.
 - If a recipient loses a card, JP Morgan can cancel the card and return any unused funds to you.

Getting Ready for Year-End

Temporary Suspend

- Different from the previous iteration of temporary suspend.
 - No limits to the number of accounts you can process.
 - System will return account to previous status.
 - You can change the status of accounts that are temporarily suspended, but you shouldn't.
- Will receive a CSV report listing the impacted accounts.
- Able to narrow by RO ID, CFDA, Group ID, DUNS number, EIN, or Account ID.
- Accounts will show a status of “Suspend” and not “Temporary Suspend”.
- Use the Temporarily Suspended Account Inquiry to verify the accounts that are temporarily suspended.

General Support & Contact Information

Hours of Operations:

Inquiries: 8:00am – 11:59 pm ET Monday-Friday (excluding Federal holidays)

Accounts/Authorizations:

Online: 8:00am – 9:00pm ET Monday – Friday

Batch: 24 hours a day

Fedwire Payments (same day) 8:00am - 5:45pm ET

ACH Payments (next day) 8:00am - 11:59pm ET

Website Address:

ASAP Application: www.asap.gov

FS ASAP General Information and Program Updates:

https://www.fiscal.treasury.gov/fsservices/gov/pmt/asap/asap_home.htm

Important Telephone Numbers:

ASAP Operational Support Hours: 6:30 am – 5:30 pm CT

Kansas City: (1-855) 868-0151 (Option 2, Option 3)

Questions?