Financial Inquiries Application

Financial Inquiries Training

- Logging On
- Navigation
- Payments
- 1099/Refund Reports
- Customer Account Inquiry
- Collections
- Debts

Background

The Financial Inquiries website is designed to provide access to a producer's financial information online. Access is provided to the following based on the eAuthentication user ID:

- County Office employees
- State Office employees
- FSA/CCC farm program producers.

The Financial Inquiries website allows County Offices to provide faster and more convenient services to producers, particularly multi-county producers. When a valid TIN is entered, all financial information for that TIN is displayed without regard to the location of the County Office that is requesting the information.

Click on the following link to view the FSA Financial Inquiries Fact Sheet:
FSA Financial Inquiries Website

Financial Inquiries Website

Select the following link for Financial Inquiries application:

https://internet-dotnet.fsa.usda.gov/padesign/county_lookup.asp

How Producer’s Obtain Financial Inquiries Access

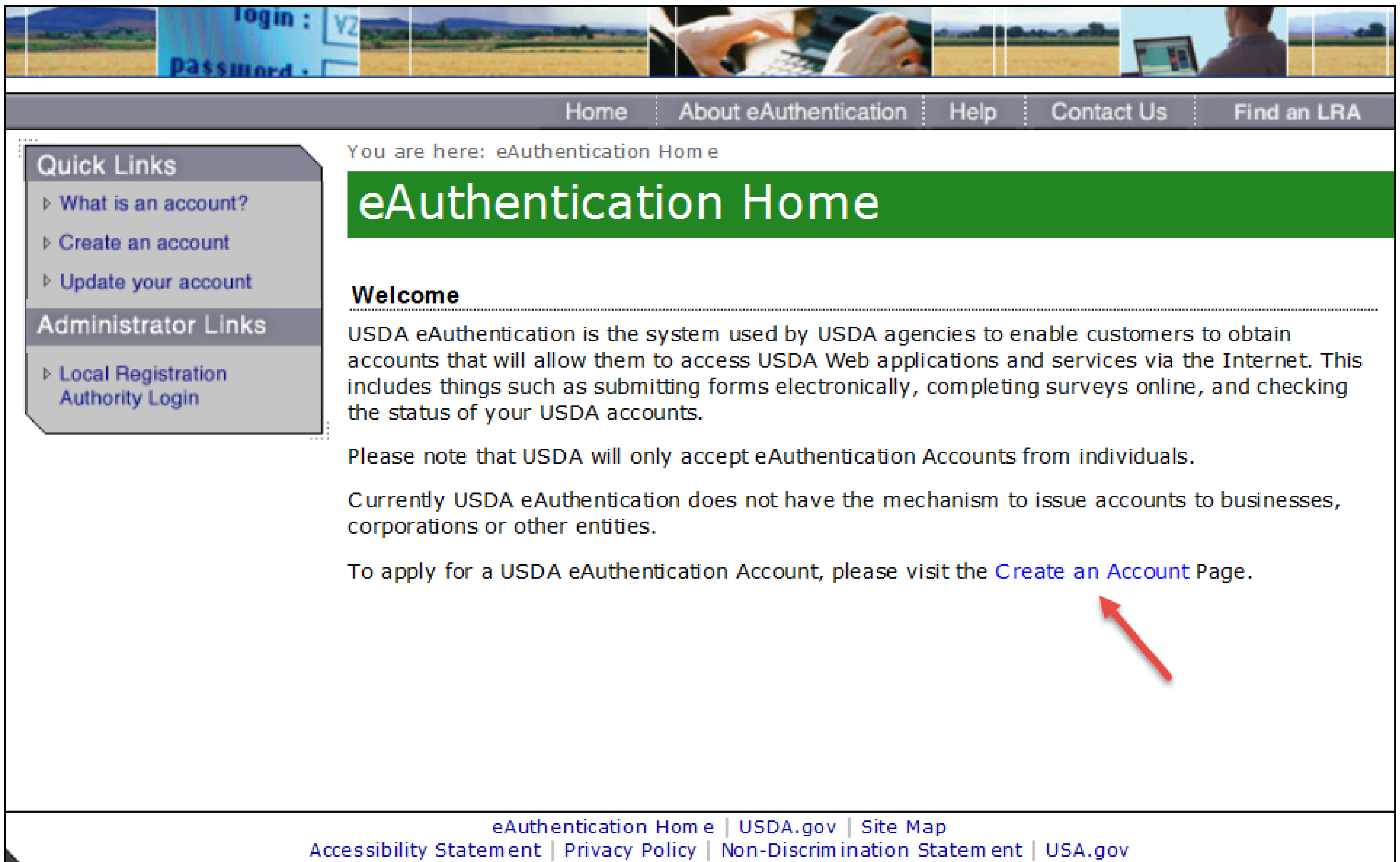
FSA FARM SERVICE AGENCY

For producers to obtain access to Financial Inquiries they must obtain level 2 USDA eAuthentication credentials.

- To request access, the producer must register for this access by creating an account. Click the link below to be taken to the eAuthentication Home Page and Click “Create an Account”
  - https://www.eauth.usda.gov/mainPages/index.aspx
- The following link provides the registration process for producers:
  - http://www.fsa.usda.gov/Internet/FSA_File/eauth_regist_guide_level2.pdf
  - County Offices must also ensure that Producers are linked in SCIMS.
    - **Note:** If the Producer is not linked in SCIMS, the Producer will receive the message “Session Expired” and will not be able to log into the Financial Inquiries application.
- Once, the producer has access, the following link will provide producers access to log in to Financial Inquiries:
  - https://internet-dotnet.fsa.usda.gov/padesign/public/financial_reports.asp
- For technical or login issues for county or producer, contact 1 of the following in the order listed:
  - creating a Remedy Self Service Ticket
  - county should notify their State OCIO/CTS/TSD representative; or
  - call the FSA Service Desk at: 800-255-2434.

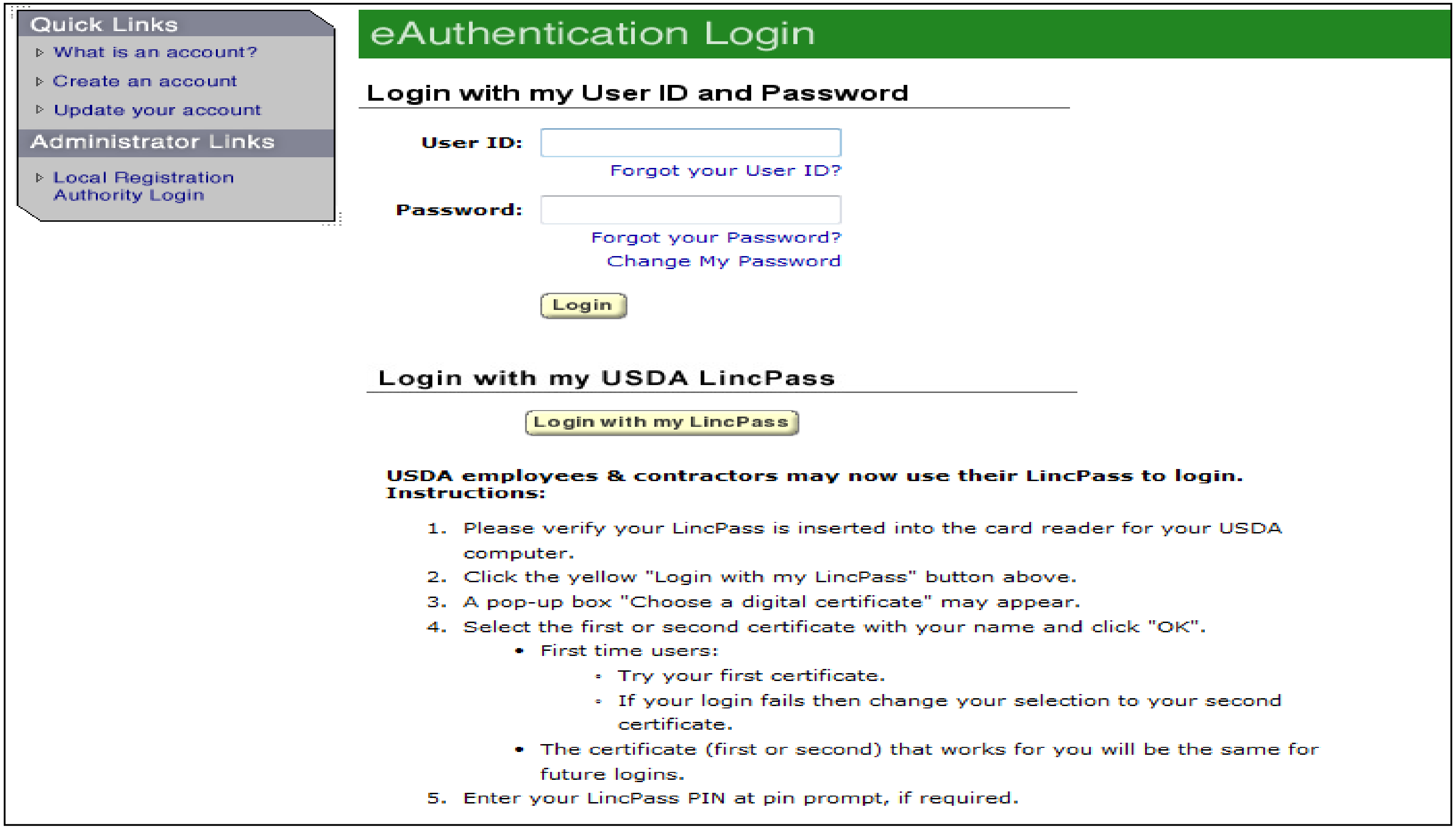
Example of eAuthentication Home Screen

The following is an example of the eAuthentication Home screen.



Example of eAuth Login Screen

State and County user's have the option to enter eAuthentication user ID and password and CLICK "Login" or Click "Login with my LincPass".



Note: Producer's may only log in using their level 2-eAuth and password.

Accessing Financial Inquiries

How to log using user ID and password

Step	Action
1	Go to FSA’s Intranet Home Page at **http://intranet.fsa.usda.gov/fsa**.
2	Under “Resources”, CLICK “**FSA Applications**”.
3	*--Under “Applications Directory”, CLICK “D-F”.
4	Under “Applications Directory, from D-F” “, CLICK “Financial Inquiries”.--*
5	A Security Alert pop-up dialog box will be displayed, CLICK “**OK**”.
6	The USDA eAuthentication Warning Screen will be displayed, CLICK “**Continue**”.
7	The eAuthentication Login Screen will be displayed. Enter user ID and password and CLICK “**Login**”.

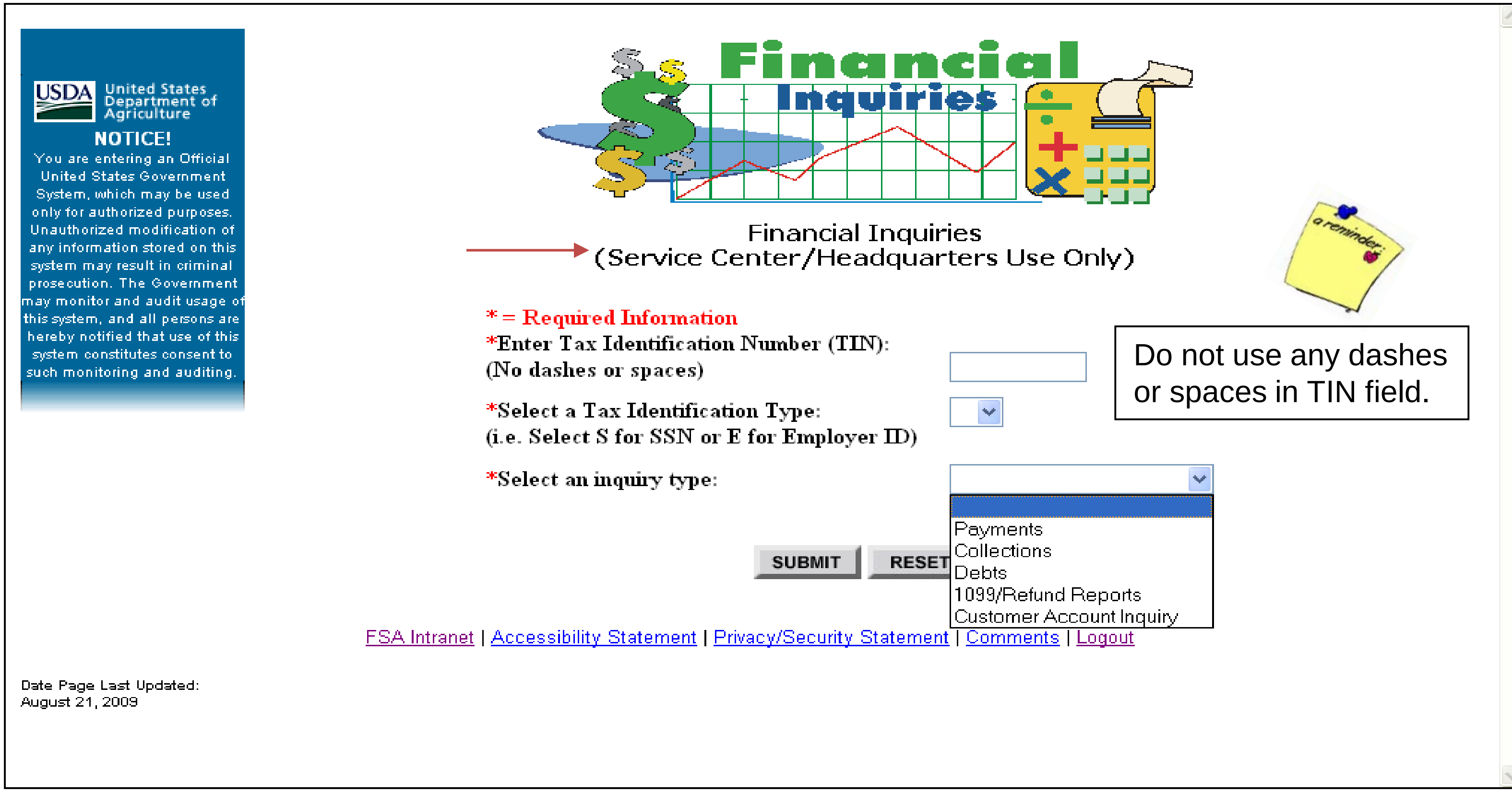
Accessing Financial Inquiries (Cont.)

How to log in using LincPass Credentials

Step	Action
1	Go to FSA's Intranet Home Page at **http://intranet.fsa.usda.gov/fsa**.
2	Under "Resources", CLICK "**FSA Applications**".
3	*--Under "Applications Directory", CLICK "D-F".
4	Under "Applications Directory, from D-F" ", CLICK "Financial Inquiries".--*
5	A Security Alert pop-up dialog box will be displayed, CLICK "**OK**".
6	The USDA eAuthentication Warning Screen will be displayed, CLICK "**Continue**".
7	Verify LincPass is inserted into the card reader for user's USDA computer.
8	CLICK "**Login with my LincPass**".
9	The pop-up dialog box, "Choose a digital certificate", may be displayed. If so, select the first or second certificate with user's name and CLICK "**OK**". **Notes:** First time users should try their first certificate. If login fails, users should change their selection to their second certificate. The certificate (first or second) that works for the user will be the same for future logins.
10	Enter user's LincPass personal ID number number, if required.

Financial Inquiries Home Page

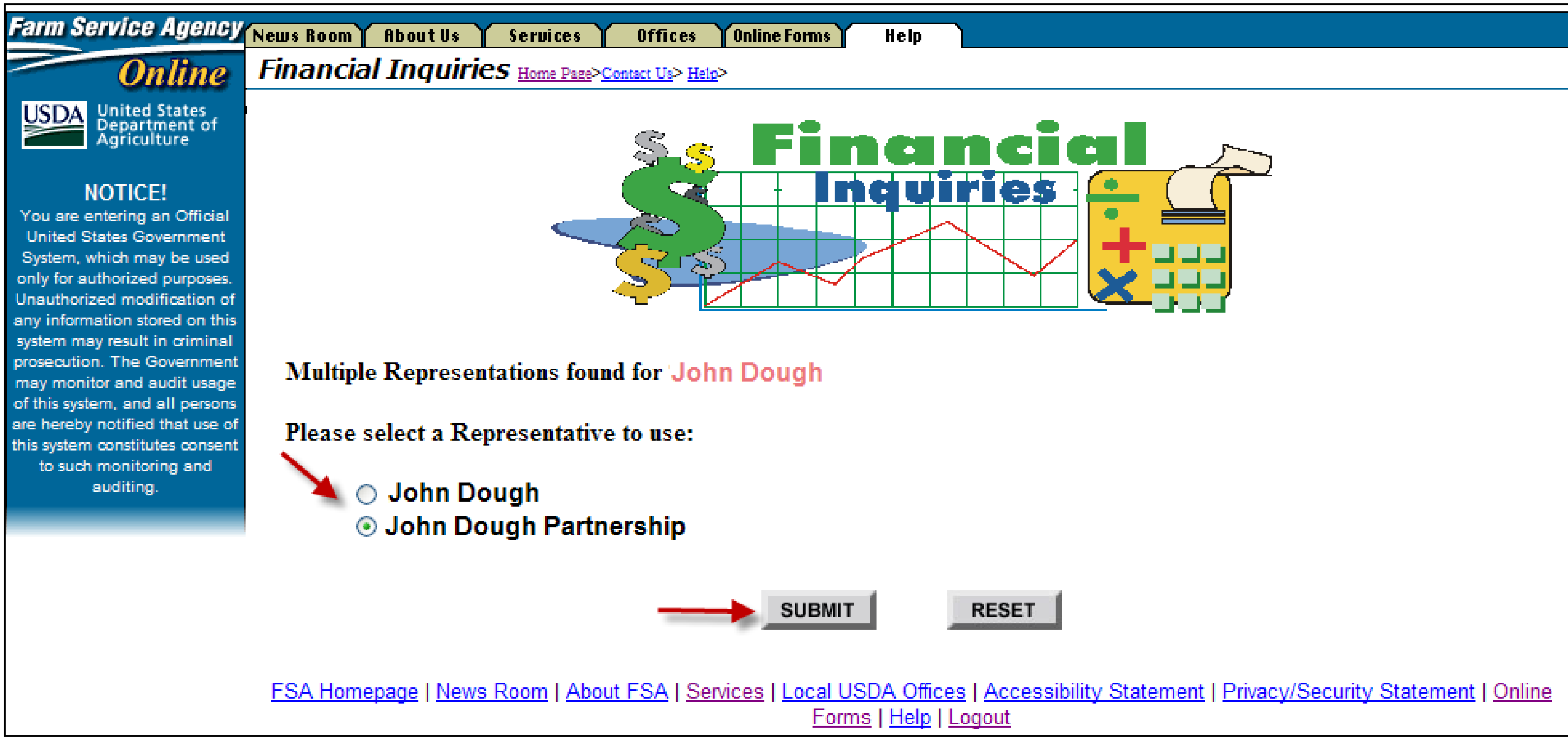
The following Financial Inquiries screen will be displayed for Service Center and Headquarter employee's only.



- Enter TIN, Tax ID Type and select the applicable Inquiry Type.
- Click: "Submit" or "Reset".

Financial Inquiries Home Page (Cont.)

The following Financial Inquiries screen will be displayed when a registered level 2 eAuth Producer/Representative logs in.



Select the applicable Representative

Click: “Submit" or “Reset”.

Inquiry Types

- ***Payments*** - summary and detailed information on farm program payments made by the County Office will be displayed.
- **Collections** - collections received from the producer or on the producer's behalf, including the program and amount of the collection will be displayed.
- ***Debts*** - the outstanding principal for receivables and claims owed by the producer will be displayed.

  Note: The debts option will **not** include FLP or commodity loans owed by the producer.
- ***1099/Refund Reports*** - summary and detailed information on amounts reported to IRS and refund amounts will be displayed. The "1099/Refund Reports" inquiry may be used to reconcile CCC-1099-G's. The CCC-1099-G information will require that the user select the applicable county, since *CCC-1099-G* information is county specific.
  - If multi-county producer, the user can select "All" or the specific county.
- ***Customer Account Inquiry*** - a comprehensive list of payments, collections, and FSA/CCC debt for the customer for a selected period will be displayed. Detailed information may be obtained by using links provided in the inquiry.

Payment Search

If the user clicks “Payments” inquiry type, the following Payment Search Screen will be displayed.

Select “From Month and Year” and “To Month and Year” range to search for payments.

-Select “Go”

Note: If “Submit” is selected before “Go”, the user will receive an error message.

“Search For Payments” goes back 2 years.


Financial Inquiries

Payment Search Screen For:
John Dough

Search For Payments:

From:
* Month August * Year 2009

To:
* Month November * Year 2009

* = Required Information

Go

Select ONLY ONE of the following: Program Name, Farm Number, Financial Institution Acct No, or Check Number

Program Name:	None	Financial Institution Acct No:	None
Farm Number:	None	Check Number:	None

Program/Crop Year is optional and only applies when Program Name Or Farm Number is selected.

Program/Crop Year: None

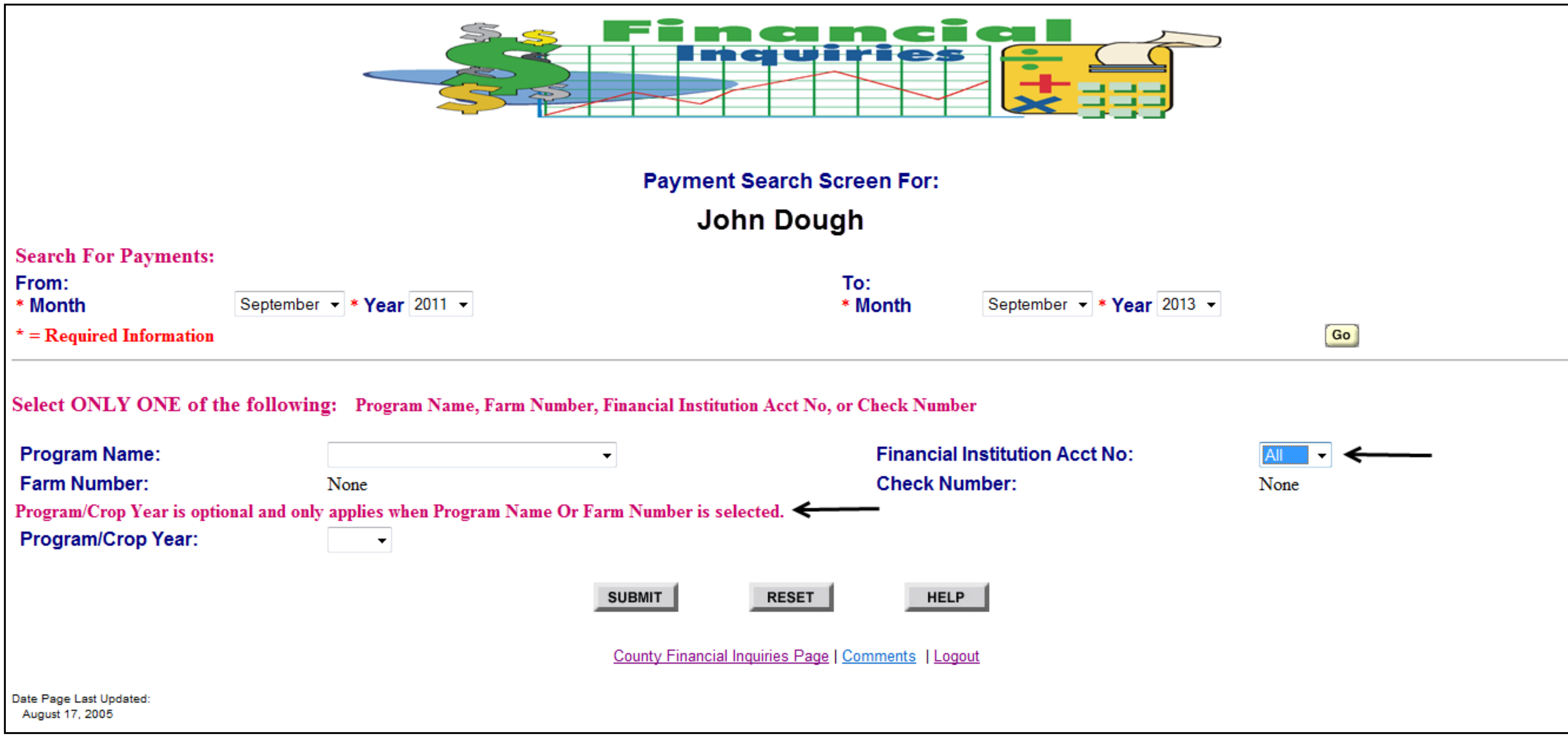
SUBMIT RESET HELP

County Financial Inquiries Page | Comments | Logout

Payment Search (Cont.)

Select “1” of the following categories: Program Name, Farm Number, Financial Institution Acct No. or Check Number

Note: “Program/Crop Year” is optional.



Payment Search (Cont.)

From the bottom of the Payment Search Screen, click 1 of the following:

- "Submit" to complete the search and display the Payment Program Summary Screen with the search results
- "Reset" to return the values to the default of the current month and blanks in the Categories
- "Help" to open a dialog box that will display the help text for the Payment Search Screen.

Deposit Summary

If the user selected “Financial Institution Acct No” from the Payment Search Screen, the Deposit Summary Screen will be displayed.

Select the applicable “Disbursement Date” to view detail of disbursement

* Account Number, Reference ACH Number and Routing Number will also show up on Deposit Summary

USDA United States Department of Agriculture

Deposit Summary For: John Dough

Information As Of: 9/5/2013

You may view details by selecting a particular date and clicking on it.

Disbursement Date	Amount	Reference ACH Number	Financial Institution Name	Account Number	Routing Number
10/11/2012	$631.00		WESTEX COMMUNITY CREDIT UNION		
10/4/2012	$4,288.00		WESTEX COMMUNITY CREDIT UNION		
3/5/2012	$3,032.18		WESTEX COMMUNITY CREDIT UNION		
10/19/2011	$620.00		WESTEX COMMUNITY CREDIT UNION		
10/5/2011	$1,282.00		WESTEX COMMUNITY CREDIT UNION		
Total	$9,853.18				

Online help is available for this page.

County Financial Inquiries Page | Comments | Logout

Date Page Last Updated:
August 31, 2009

Online help that provides a description of the fields is available by clicking on the “**Online Help**” link at the bottom of the screens throughout Financial Inquiries.

ACH Detail

If the user selected the Disbursement Date link on the Deposit Summary Screen and the disbursement is an ACH, the ACH Detail Screen will be displayed with the ACH Number, Trace Number, Financial Institution Account Number and Financial Institution.

If producer has not received ACH payment, the County Office should contact the bank and provide bank with trace number.

Click “Disbursement Date” to view payment detail.

USDA United States Department of Agriculture

ACH Detail For: **John Dough**

Information As Of: 9/5/2013

ACH Number: AE000000
Trace Number: 10000000000000
Financial Institution Account Number: 000000000
Financial Institution Name: WESTEX COMMUNITY CREDIT UNION

You may view payment detail by selecting an issue date and clicking on it.

Disbursement Date	State	County	Amount
10/11/2012	TEXAS	REEVES	$631.00
		Total	$631.00

Online Help is available for this page.

County Financial Inquiries Page | Comments | Logout

Date Page Last Updated:
July 29, 2009

Payment Detail

Payment Detail screen will show Disbursement Date, Program Crop/Year, Program, Payment Number and Disbursement Amount.

USDA United States Department of Agriculture

Payment Detail : John Dough
Information As Of: 9/5/2013

State: TEXAS
County: REEVES
Disbursement Date: 10/11/2012

Disbursement Date	Program Crop/Year	Program	Payment Number	Disbursed Amount
10/11/2012	2012	2012 DIRECT PAYMENTS	E1300198	$631.00
			Total	$631.00

Online Help is available for this page.

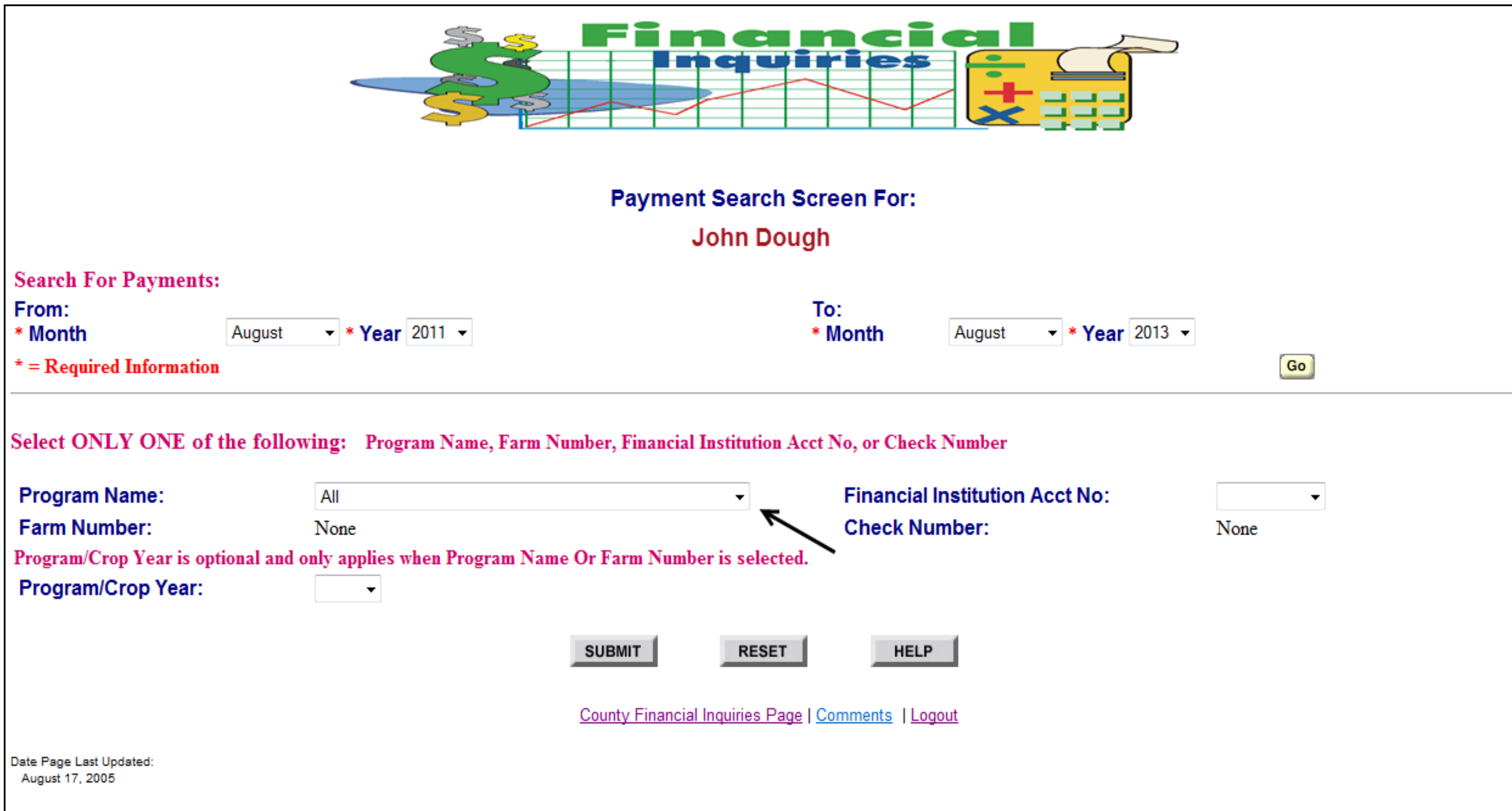
County Financial Inquiries Page | Comments | Logout

Date Page Last Updated:
August 31, 2009

Note: Disbursement banking details can only be reported and displayed for initial disbursements. Re-issued disbursement returns are not displayed in Financial Inquiries.

Payment Search – Program Name

Select the "Program Name" dropdown box.



Payment Search Screen For:

John Dough

Search For Payments:

From:
* Month August * Year 2011

To:
* Month August * Year 2013

* = Required Information

Go

Select ONLY ONE of the following: Program Name, Farm Number, Financial Institution Acct No, or Check Number

Program Name: All

Farm Number: None

Financial Institution Acct No:

Check Number: None

Program/Crop Year is optional and only applies when Program Name Or Farm Number is selected.

Program/Crop Year:

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County Financial Inquiries Page | Comments | Logout

Date Page Last Updated:
August 17, 2005

Payment Search–Program Name (Cont.)

-This is an example of the Payment Program Summary Screen.

-Click “Disbursement Date” link to display details for the applicable payment.

USDA United States Department of Agriculture

Payment Program Summary: John Dough

Information As Of: 8/5/2013

You may view payment offset and other detail information by selecting a particular date and clicking on it.

Disbursement Date	Program Crop/Year	Program	Reference Number	Benefit Amount	State
1/15/2013	2005	TOBACCO TRANSITION PYMT-FLUE CURED,QUOTA	CONTRACT NUMBER 370172003000	$198.80	NORTH CAROLINA
1/18/2012	2005	TOBACCO TRANSITION PYMT-FLUE CURED,QUOTA	CONTRACT NUMBER 370172003514	$198.80	NORTH CAROLINA
			Total Payments	$397.60	

Online Help is available for this page.

County Financial Inquiries Page | Comments | Logout

Payment Search – Program Name Disbursement Detail

The following is an example of the Disbursement Detail Screen for a 2005 Tobacco Transition Payment disbursed January 15, 2013.

USDA United States Department of Agriculture

Disbursement Detail For:

Information As Of: 8/5/2013

John Dough

State: NORTH CAROLINA
County: BLADEN
Disbursement Date: 1/15/2013

Program Year	Program	Payees	Reference Number	Benefit Amount	Disbursed Amount
2005	TOBACCO TRANSITION PYMT-FLUE CURED,QUOTA	John Dough	CONTRACT NUMBER 370172003514	$198.80	$198.80

Online Help is available for this page.

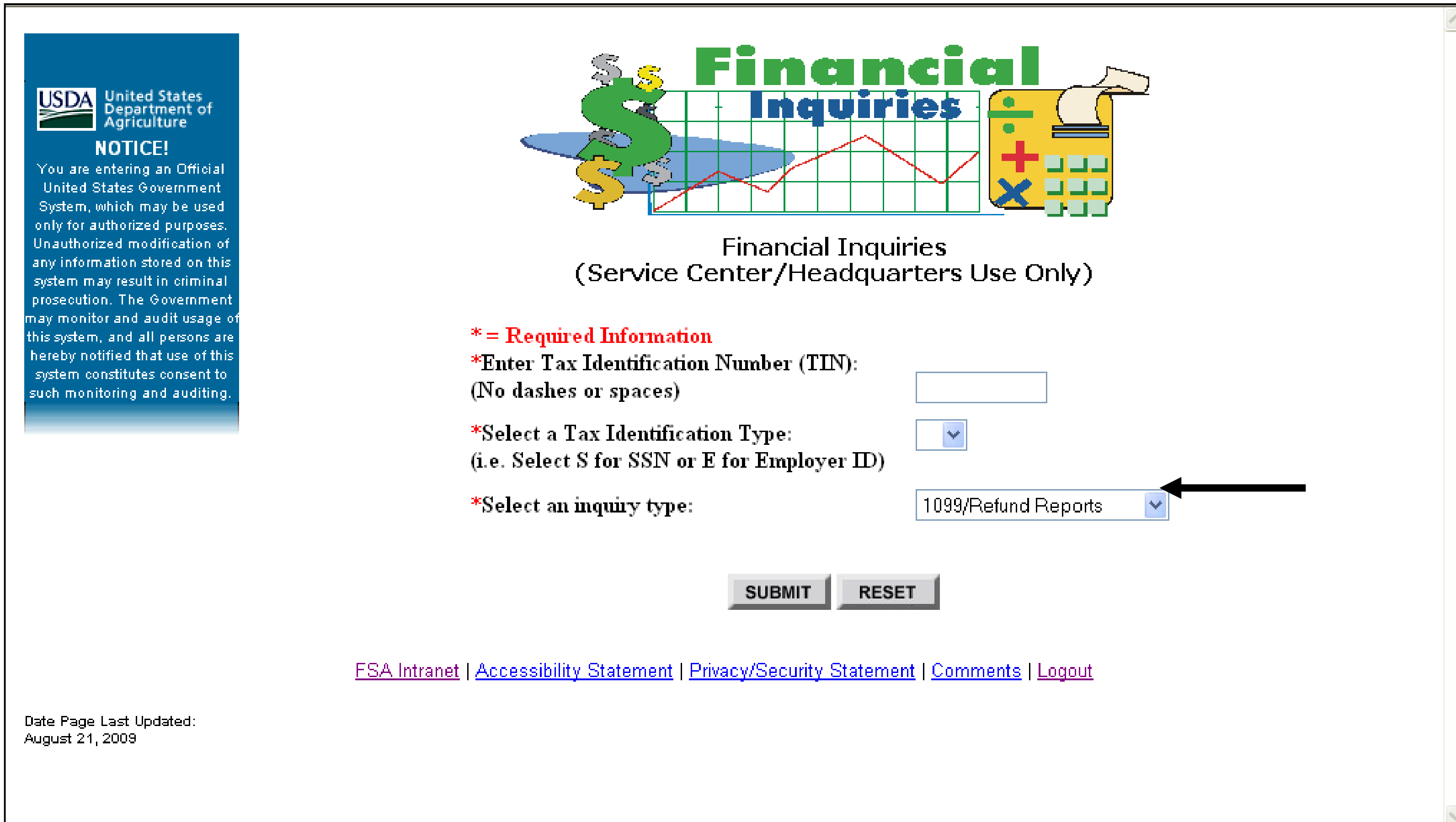
County Financial Inquiries Page | Comments | Logout

Date Page Last Updated:
November 09, 2009

1099/Refund Reports

Enter TIN, Tax ID and Select “1099/Refund Reports”

-Click “Submit”



IRS Reporting

Beginning in calendar year 2012, IRS reporting, Kansas City will:

- **not** generate and mail CCC-1099-G to producers if the total of reportable payments for the tax identification number is less than $600
  - **Exception:** CCC-1099G **must** be issued to each producer who has Federal income tax withheld regardless of the total payment amount.
- issue one CCC-1099-G to multi-county producers whose total reportable payments for the tax identification number are equal to or greater than $600
- continue to display all Financial Inquiries payment data, regardless of the producer's total reportable payments.

CCC 1099 Inquiry Selection

To complete the CCC 1099 Inquiry Selection Screen, select each of the following:

- “Tax Year”, the current plus 6 previous years
- “Inquiry Type”; inquiry types are:
  - “Year-to-Date Activity”; activity recorded since January 1st of the current year through the last date the data warehouse was updated
  - “End-Of-Year CCC 1099”; data reported on the original CCC-1099 at the end of the tax year
  - “Corrected CCC 1099”; corrections are updated as correction cycles are run
- “Originating Office”, the drop-down menu will display all Service Centers that had activity for the selected customer.

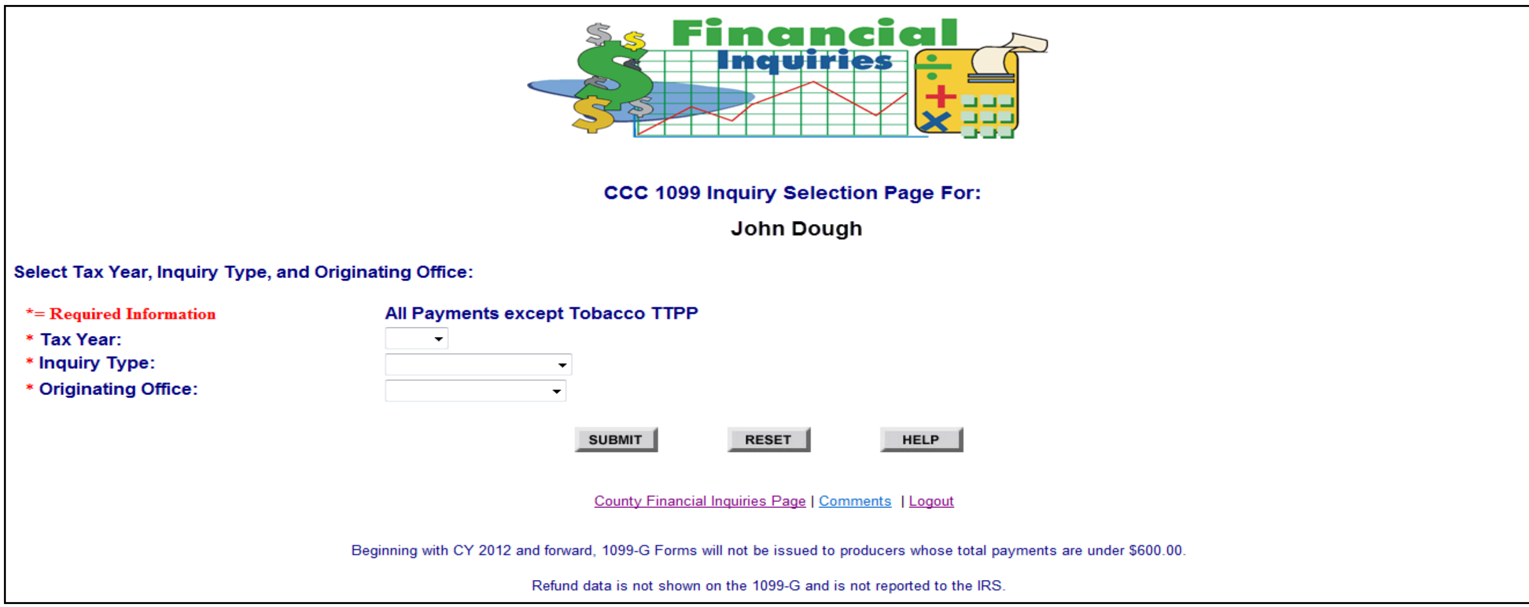
- Click “Submit”

Note: Corrected 1099’s for Tobacco are included in “End of Year”.

Year-to-Date Activity

To view activity recorded since January 1st of the current year through the last date the data warehouse was updated:

- select “Tax Year”,
- select “**Year-to-Date**” from the “Inquiry Type” dropdown box
- select “Originating Office”



Financial Inquiries

CCC 1099 Inquiry Selection Page For:

John Dough

Select Tax Year, Inquiry Type, and Originating Office:

*= Required Information

All Payments except Tobacco TTPP

* Tax Year:

* Inquiry Type:

* Originating Office:

SUBMIT RESET HELP

County Financial Inquiries Page | Comments | Logout

Beginning with CY 2012 and forward, 1099-G Forms will not be issued to producers whose total payments are under $600.00.

Refund data is not shown on the 1099-G and is not reported to the IRS.

The CCC 1099 Inquiry Selection screens have added an option to allow users to select “All” in the “Originating Office” drop-down box for **multi-county producers**. This option allows the user to select all State/Counties associated with the producer tax ID number.

Year-To-Date Activity (Cont.)

The following is an example of the Year-To-Date Activity.

USDA United States Department of Agriculture

Year-To-Date Activity For: John Dough
Tax Year: 2012
Information As Of Date: 7/29/2013
State: CALIFORNIA
County: Merced

IRS Category Name	Program Name	Program Year	Payment/ Refund Date	Payments	Federal Income Tax Withheld	Refunds
DIRECT AND COUNTER CYCLICAL PROG	2011 DIRECT PAYMENTS	2011	11/20/2012	$612.00	$0.00	$0.00
		2011	11/20/2012	$0.00	$0.00	($612.00)
	TOTAL - 2011 DIRECT PAYMENTS			**$612.00**	**$0.00**	**($612.00)**
	2012 DIRECT PAYMENTS	2012	12/14/2012	$625.00	$0.00	$0.00
	TOTAL PROGRAM - DIRECT AND COUNTER CYCLICAL PROG			**$1,237.00**	**$0.00**	**($612.00)**
	TOTAL - Year-To-Date Activity			**$1,237.00**	**$0.00**	**($612.00)**

Beginning with CY 2012 and forward, 1099-G Forms will not be issued to producers whose total payments are under $600.00.

Refund data is not shown on the 1099-G and is not reported to the IRS.

NOTE: Advance Payments will not be included in Total Year-To-Date Activity

Year-To-Date Activity (Cont.)

"Federal Income Tax Withheld" column has been added to sum and total the amounts of voluntary and involuntary backup withholding transactions, if applicable. The Federal Income Tax Withheld column is summed by:

- IRS Category Name, Program Name, Program Year and Payment/Refund Date.

End-of Year CCC 1099

The following is an example of the end-of-year CCC-1099.

Click on individual categories under “IRS Category Name” to display individual payments reported in that category.

USDA United States Department of Agriculture

CCC 1099G Inquiry For: John Dough

111 Any St.
City, State 11111

Tax Year: 2012
Information As Of Date: 1/4/2013
Originating State: SOUTH CAROLINA
Originating County: HORRY

IRS Category Name	Reportable Income	Federal Income Tax Withheld
DIRECT AND COUNTER CYCLICAL PROG	$1,794.00	$0.00
TTPP TOBACCO PRODUCER	$17,637.70	$0.00
Totals	$19,431.70	$0.00

You may click on an IRS Category Name to see more detail information.

Beginning with CY 2012 and forward, 1099-G Forms will not be issued to producers whose total payments are under $600.00.

Refund data is not shown on the 1099-G and is not reported to the IRS.

End-of Year CCC 1099 (Cont.)

The following is an example of the End-of Year Detail Inquiry Activity Screen that is displayed when the user selects an IRS category name.

USDA United States Department of Agriculture

CCC 1099G End-Of-Year Detail Inquiry For: John Dough
IRS Category Name: DIRECT AND COUNTER CYCLICAL PROG
Tax Year: 2012
Information As Of Date: 1/4/2013
Originating State: SOUTH CAROLINA
Originating County: HORRY

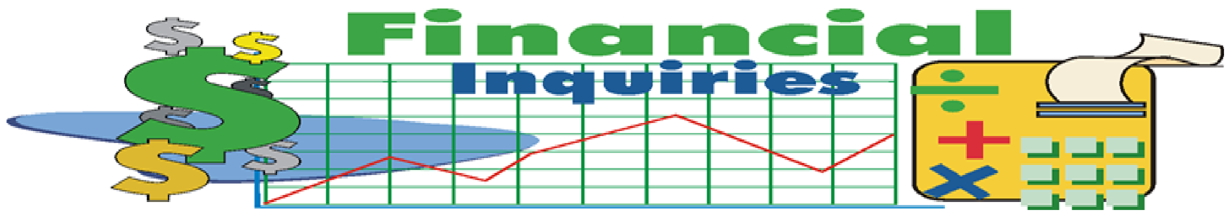
Program Name	Program Year	Payment Date	Reportable Income	Federal Income Tax Withheld
2012 DIRECT PAYMENTS	2012	10/25/2012	$1,691.00	$0.00
2012 DIRECT PAYMENTS	2012	10/18/2012	$34.00	$0.00
2012 DIRECT PAYMENTS	2012	10/18/2012	$69.00	$0.00
			$1,794.00	$0.00

Beginning with CY 2012 and forward, 1099-G Forms will not be issued to producers whose total payments are under $600.00.

Refund data is not shown on the 1099-G and is not reported to the IRS.

Corrected CCC 1099

The following is an example of the Corrected 1099-G Selection Page which will be displayed when the user elects to view a corrected CCC-1099-G.



Corrected 1099G Selection Page For: John Dough

Select from the following 2010 Corrected 1099G dates:

* = Required Information

* Correction Date: 3/14/2011

SUBMIT RESET

Online Help is available for this page.

County Financial Inquiries Page | Comments | Logout

Date Page Last Updated:
March 06, 2013

Corrected CCC 1099 (Cont.)

- Use the drop-down menu to select the "Correction Date". The system will display the corrected CCC-1099-G in the same format as the original CCC-1099-G.

- If there is no correction activity, the "Correction Date" box will display "There are no corrections."

Corrected CCC 1099 (Cont.)

The following is an example of the Corrected 1099-G Corrected Screen that will be displayed when the user elects to view a corrected CCC-1099-G.

User may select an “IRS Category Name” to view the Corrected 1099-G Detailed Inquiry.

USDA United States Department of Agriculture

Corrected

CCC 1099G Inquiry For: John Dough

111 Any St.
City, State 11111

Tax Year: 2010
Information As Of Date: 3/14/2011
Originating State: All
Originating County: All

IRS Category Name	Reportable Income	Federal Income Tax Withheld
AUTO CRP - COST SHARES	$14,901.00	$0.00
CRP ANNUAL RENTAL	$659.00	$0.00
CRP INCENTIVES	$11,921.00	$0.00
DIRECT AND COUNTER CYCLICAL PROG	$7,127.00	$0.00
Totals	$34,608.00	$0.00

You may click on an IRS Category Name to see more detail information.

Beginning with CY 2012 and forward, 1099-G Forms will not be issued to producers whose total payments are under $600.00.

Refund data is not shown on the 1099-G and is not reported to the IRS.

Corrected CCC 1099 (Cont.)

The following is an example of the Corrected 1099-G Detail Inquiry Page which will be displayed when the user elects to view a corrected IRS Category Name from the Corrected CCC 1099-G Inquiry Screen.

USDA United States Department of Agriculture

Corrected CCC 1099G Detail Inquiry For: John Dough
IRS Category Name: DIRECT AND COUNTER CYCLICAL PROG
Tax Year: 2010
Information As Of Date: 3/14/2011
Originating State: All
Originating County: All

Program Name	Program Year	Payment Date	Reportable Income	Federal Income Tax Withheld
2010 DIRECT PAYMENTS	2010	10/12/2010	$3,751.00	$0.00
2010 DIRECT PAYMENTS	2010	10/12/2010	$1,808.00	$0.00
2010 DIRECT PAYMENTS	2010	3/10/2010	$1,058.00	$0.00
2010 DIRECT PAYMENTS	2010	2/8/2010	$510.00	$0.00
			$7,127.00	$0.00

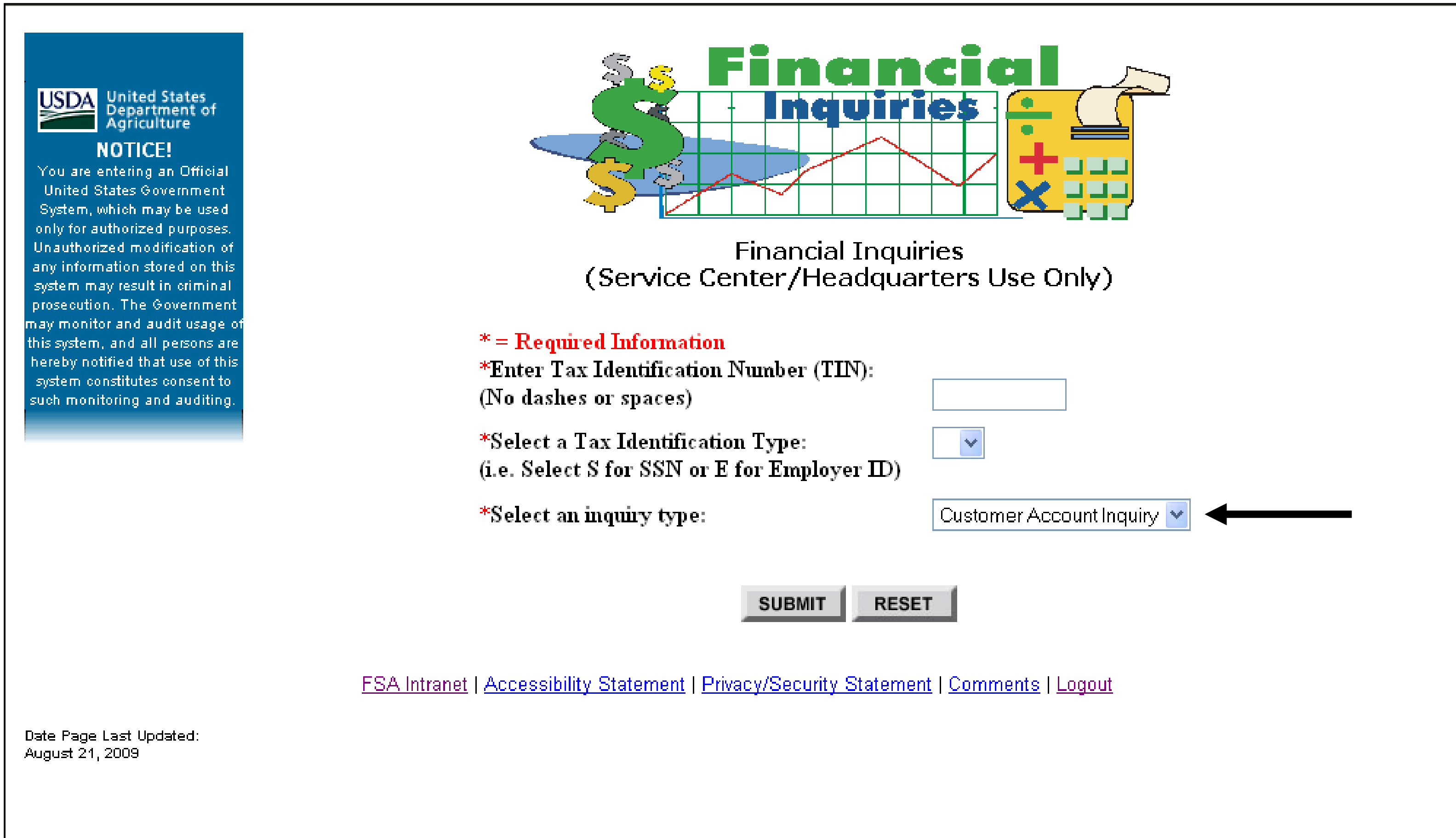
Beginning with CY 2012 and forward, 1099-G Forms will not be issued to producers whose total payments are under $600.00.

Refund data is not shown on the 1099-G and is not reported to the IRS.

Customer Account Inquiry

Enter TIN, Tax ID and Select “Customer Account Inquiry”

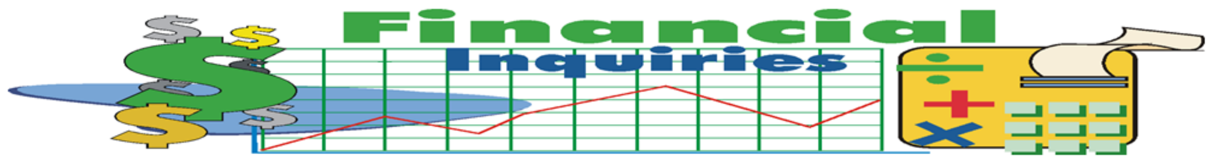
Click “Submit”



Customer Account Inquiry (Continue)

Enter “From” and “To” Month and Year

Click “Submit”



Customer Account Date Range Page for:

John Dough

* = Required Information

From:
* **Month** January * **Year** 2013

To:
* **Month** September * **Year** 2013

SUBMIT | RESET | HELP

County Financial Inquiries Page | Comments | Logout

Date Page Last Updated:
January 28, 2005

Customer Account Summary

This is an example of the Customer Account Summary displaying the "Payments" section.

USDA United States Department of Agriculture

Customer Account Summary For: John Dough

From: September 2012
To: September 2013
Information As Of: 9/5/2013

Payments

Date	Benefit Amount	State	County	Program	Program/ Crop Year	Reference Number
10/9/2012	$631.00	TEXAS	REEVES	2012 DIRECT PAYMENTS	2012	FARM NUMBER 2135
10/2/2012	$3,006.00	TEXAS	REEVES	CRP PAYMENT - ANNUAL RENTAL	1998	CONTRACT NUMBER 106D
10/2/2012	$720.00	TEXAS	REEVES	CRP PAYMENT - ANNUAL RENTAL	1998	CONTRACT NUMBER 150G
10/2/2012	$562.00	TEXAS	REEVES	CRP PAYMENT - ANNUAL RENTAL	2004	CONTRACT NUMBER 263B
Total Payments	$4,919.00					

Customer Account Summary (Cont.)

Customer Account Summary screen displaying “Collections” section.

Collections

Date	Amount	State	County	Program Crop/Year	Program	Reference Number
10/23/2012	$19.00	IDAHO	TETON	2009	DIRECT PAYMENT - BARLEY	RECEIVABLE NUMBER 96127
10/23/2012	$246.00	IDAHO	TETON	2009	DIRECT PAYMENT - BARLEY	RECEIVABLE NUMBER 96128
10/23/2012	$210.00	IDAHO	TETON	2009	DIRECT PAYMENT - BARLEY	RECEIVABLE NUMBER 96129
10/23/2012	$402.00	IDAHO	TETON	2009	DIRECT PAYMENT - BARLEY	RECEIVABLE NUMBER 96127
Total Collections	$877.00					

Customer Account Summary (Cont.)

Customer Account Summary displaying Outstanding Debt (Excluding Loans) section.

Outstanding Debt (Excluding Loans)

Establishment Date	Outstanding Principal	Originating State	Originating County	Program	Referral To Treasury
10/23/2012	$12.00	IDAHO	TETON	DIRECT PAYMENT - WHEAT	N
10/23/2012	$76.00	IDAHO	TETON	DIRECT PAYMENT - BARLEY	N
10/23/2012	$146.00	IDAHO	TETON	DIRECT PAYMENT - WHEAT	N
10/23/2012	$643.00	IDAHO	TETON	DIRECT PAYMENT - BARLEY	N
10/23/2012	$149.00	IDAHO	TETON	DIRECT PAYMENT - BARLEY	N
Total Debt	$1,026.00				

Closing Financial Inquiries

-Navigate to Financial Inquiries Home Page, and select “Logout” at the bottom of the page.