

# Initial Questions

In preparation for onboarding your agency for access to the web-based Do Not Pay (DNP) Portal, responses to the following questions are requested of you to answer during the initial onboarding conversation with your DNP Agency Lead and Agency Specialist in order to determine your agency's eligibility. Please come prepared with answers during the initial discussion. Additional questions and information may be required. DNP services and DNP data sources are available to customers only for the limited purposes of making decisions regarding federal payments in order to identify, prevent, or recover improper payments. **\*Required Fields**

## Agency Profile:

**\*Agency Name:** Enter text

**\*Program Name:** Enter text

**\*Primary Contact:**

Name: Enter text

Title: Enter text

Phone Number: Enter text

E-Mail Address: Enter text

**Secondary Contact:**

Name: Enter text

Title: Enter text

Phone Number: Enter text

E-Mail Address: Enter text

**Legal Contact:**

Name: Enter text

Title: Enter text

Phone Number: Enter text

E-Mail Address: Enter text

**Technical Contact:**

Name: Enter text

Title: Enter text

Phone Number: Enter text

E-Mail Address: Enter text

(Select in a gray box – Double click inside box)

1. **\*What types of payments are made under this program?**

Benefits

Contracts/Vendors

Other: Enter text

Loans

Grants

2. **\*Which of the following is the appropriate classification for your agency?**

Select Classification

3. **\*Do you generate payments on behalf on your agency?** Select

a. Are your payments disbursed by the Department of the Treasury (Treasury)? Select

b. If yes, provide a brief description.

c. If no, indicate the shared service provider that generates payments on your agency's behalf.

Enter text

4. **\*Are you an Office of the Inspector General?** Select

a. If yes, do you plan to use DNP to conduct audits? Select

5. **\*Under what legal authority are payments for this program issued?** Enter text

6. **\*What program(s) are included in the file or online searches that you intend to perform?** Enter text

7. **\*Is the information in your file covered by a System of Records Notice (SORN)?** (Please check with your Privacy or Legal Office.) Select

a. **\*If yes, please provide the System of Records Notice (SORN) information** (name and Federal Register publication number) and a copy of the SORN. Enter text

- b. \*For the SORN identified in 7a, please identify the Routine Use that authorizes the disclosure of your files to Treasury to identify, prevent, or recover improper payments. [Enter text](#)
8. \*Does your agency have any restrictions on the re-disclosure of data that you send to the DNP Portal? [Select](#)
- If yes, please attach a copy of the restrictions.
- a. Statutory [Enter text](#)
  - b. Regulatory [Enter text](#)
  - c. License [Enter text](#)
9. What is the approximate volume of your payments that will be processed through DNP? [Enter text](#)
10. \*Do your employee(s) have access to Personal Identity Verification (PIV) card readers or active Universal Serial Bus (USB) ports on their computer? [Select](#)

## Use of Do Not Pay

1. What verifications will you complete from the returned match results? [Enter text](#)
2. At what point in the payment process do you need verification?  
 Pre-Award                       Pre-Payment                       Post-Payment

## Data Sources and Services

3. \*Which data sources and services are you interested in? (see [Appendix A](#) for descriptions and other data source info) **Select at least 1 data source.** If you select any Restricted data sources below, you must answer the corresponding data source questions.

*Note: API Batch and API ConMon functionality will be available in the future.*

Data Sources				
COMMERCIAL	Online	Batch	ConMon	API Online
1. American InfoSource (AIS) Obituary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. American InfoSource (AIS) Probate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PUBLIC	Online	Batch	ConMon	API Online
3. Death Master File (DMF)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Department of Defense (DOD) Death Data	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Department of State (DOS) Death Data	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. List of Excluded Individuals and Entities (LEIE)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Office of Foreign Assets Control (OFAC)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. System for Award Management (SAM) Exclusion Records	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
RESTRICTED	Online	Batch	ConMon	API Online
9. Credit Alert System (CAIVRS)*	<input type="checkbox"/>	N/A	N/A	<input type="checkbox"/>
10. LEIE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. SAM Entity Registration Records	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. SAM Exclusion Records	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Treasury Offset Program (TOP) Debt Check	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Batch Matching (Batch) Continuous Monitoring (ConMon)

\*Currently, CAIVRS includes: The Department of Agriculture (USDA) Rural Development (RD) and Farm Service Agency (FSA); The Department of Housing & Urban Development (HUD); The Department of Justice (Justice); The Department of Veterans Affairs (VA); and The Small Business Administration (SBA) data.

## Portal Users

1. How many users do you expect to use the DNP Portal? [Enter text](#)
2. Of the Portal users, please indicate the following:
  - a. \*Are all users United States Citizens? [Select](#)
  - b. \*Will the DNP Portal be accessed by users on United States soil only? [Select](#)
  - c. \*Are the user(s) federal employees, contractors, or a mix of both? [Select](#)
  - d. \*Are background investigations conducted on agency's contractors? [Select](#)
  - e. Please advise the anticipated frequency of use by all users. [Enter text](#)
  - f. Number of users that you estimate will be using the DNP Portal at the same time? [Enter text](#)

## Credit Alert System (CAIVRS) - Restricted

If requesting access to CAIVRS-Restricted data, will your agency use the data for one of the following purposes? Please select "yes" or "no".

- a. To transmit data to the U.S. Department of the Treasury to affect issuance of loan funds to borrowers. [Select](#)
- b. To transmit data to other federal agencies, to conduct computer matching programs, or to locate delinquent Small Business Administration (SBA) borrowers who are receiving federal salaries or benefit payments and programs to identify delinquent SBA borrowers receiving federal salaries or benefit payments. Disclosure will be made if the records indicate the loan is in default, at least 30 days past due or to update a previous disclosure. [Select](#)
- c. Disclosure to other federal agencies to assist such agencies in preventing and detecting possible fraud, waste, overpayment, or abuse by individuals in their operations and programs as well as identifying areas where legislative and regulatory amendments directed toward preventing overpayments. These records may also be disclosed as part of an ongoing computer-matching program to accomplish this purpose. [Select](#)
- d. For the purpose of identifying, preventing, or recouping improper payments to an applicant for, or recipient of, federal funds, including funds disbursed by a state in a state-administered, federally-funded program, information from this system may be disclosed to (a) a federal or state agency, its employees, agents (including contractors of its agents), or contractors; or (b) a fiscal or financial agent designated by the Bureau of the Fiscal Service or other Department of the Treasury bureau or office, including employees, agents, or contractors of such agent; or (c) a contractor of the Bureau of the Fiscal Service. [Select](#)
- e. To federal agencies, non-federal entities, their employees, and agents (including contractors, their agents or employees; employees or contractors of the agents or designated agents); or contractors, their employees or agents with whom the Department of Housing and Urban Development (HUD) has a contract, service agreement, grant, cooperative agreement, or computer matching agreement for the purpose of: (1) detection, prevention, and recovery of improper payments; (2) detection and prevention of fraud, waste, and abuse in major federal programs administered by a federal agency or non-federal entity; (3) detection of fraud, waste, and abuse by individuals in their operations and programs, but only to the extent that the information shared is necessary and relevant to verify pre-award and pre-payment requirements prior to the release of federal funds, prevent and recover improper payments for services rendered under programs of HUD or of those federal agencies and non-federal entities to which HUD provides information under this routine use. [Select](#)

f. For the purpose of identifying, preventing, or recouping improper payments to an applicant for, or recipient of, federal funds, including funds disbursed by a State in a State administered, federally funded program, information that will allow for pre-payment eligibility review of a loan applicant through the Do Not Pay computer matching program. Authorized employees of, and approved private lenders acting on behalf of, the federal agencies participating in the Do Not Pay computer matching program will be able to search the Do Not Pay database. The disclosure may include applicant's name, home address, Social Security Number, income/financial data, date of birth, personal telephone number, and personal email address. [Select](#)

### List of Excluded Individuals and Entities (LEIE) – Restricted

If requesting access to LEIE-Restricted data source, does your agency meet the following criteria? Please select “yes” or “no”.

- a. An agency or organization which reimburses or regulates individuals or entities with respect to the furnishing of health-related services or items. [Select](#)
- b. An agency or organization which licenses, certifies, or otherwise regulates the health-related activities of individuals and entities which provide health care services or items, to alert them to possibly disqualifying actions, practices or conditions. [Select](#)

### System for Award Management (SAM)-Restricted

If requesting access to SAM Entity Registration Records-Restricted data source or SAM Exclusion Records-Restricted data source, please select “yes” or “no”.

- a. Use by contracting officers and other federal employees involved in procuring goods and services with federal funds to determine a party's eligibility status to participate in federal procurement and non-procurement programs. [Select](#)
- b. Use by contracting officers and other federal employees involved in administering federal financial assistance programs or benefits to determine a party's eligibility status to participate in federal procurement and non-procurement programs. [Select](#)
- c. Use by a federal agency in connection with letting a contract, or issuing a license, grant, or other benefit by the requesting agency where the information is needed to decide on a federal financial or non-financial assistance program or benefit. [Select](#)

### Treasury Offset Program (TOP) Debt Check-Restricted

If requesting access to TOP Debt Check-Restricted data source, answer the following questions in detail (refer to [Appendix B](#) for DNP Guide to Access TOP Debt Check Data Source):

- a. Will you be barring the debtor/payee from receiving any federal benefit, privilege or license or take other adverse action? Please explain the adverse action which will be taken. (Note the action must be required by program rules or regulations, not discretionary.) [Enter text](#)
- b. Will you take any action to assist in the collection of the debt? For example, will you inform each debtor of the existence of the debt and encourage the debtor to contact and pay the agency they owe? [Enter text](#)
- c. Will you use the information to audit a program where paying a delinquent debtor was prohibited, in order to determine if your agency or the entity you are auditing made improper payments? [Enter text](#)

- d. Do you have another proposed use of the TOP Debt Check-Restricted data source, which will further debt collection or the prevention, identification, or recoupment of improper payments? If so, please explain, in detail, how your use will result in the debt being collected or in the prevention, identification, or recoupment of improper payments. Treasury will contact you with follow-up questions for agency personnel familiar with the program's standard operating procedures and privacy policies in order to determine if DNP will grant access to the TOP Debt Check-Restricted data source. [Enter text](#)

### **[For Batch Matching and/or Continuous Monitoring requests only]**

1. If requesting access to SAM Entity Registration Records-Restricted, SAM Exclusion Records-Restricted, LEIE-Restricted, or TOP Debt Check-Restricted data sources, please select "yes" or "no". A "federal benefit program" means any program administered or funded by the federal government or by any agent on behalf of the federal government, providing cash or in-kind assistance in the form of payments, grants, loans, or loan guarantees to individuals.
  - a. The purpose of the match is to establish or verify the eligibility of an *applicant* for cash, in-kind assistance, or payments under a federal benefit program. [Select](#)
  - b. The purpose of the match is to establish or verify the eligibility of a *recipient or beneficiary* of cash, in-kind assistance, or payments under a federal benefit program. [Select](#)
  - c. The purpose of the match is to establish or verify continuing compliance by *applicants, recipients, or beneficiaries* with laws concerning cash, in-kind assistance, or payments under a federal benefit program. [Select](#)
  - d. The purpose of the match is to establish or verify eligibility of *service providers* with respect to cash, in-kind assistance, or payments under a federal benefit program. [Select](#)
  - e. The purpose of the match is to establish or verify continuing compliance of *service providers* with laws concerning cash, in-kind assistance, or payments under a federal benefit program. [Select](#)
  - f. The purpose of the match is to recoup payments or delinquent debts under a federal benefit program. [Select](#)
  - g. The match is between two or more automated federal personnel or payroll systems of records or a system of federal personnel or payroll records with non-federal records. [Select](#)
2. Are there other ways you would like to use LEIE-Restricted, SAM Entity Registration Records-Restricted, SAM Exclusion Records-Restricted, or TOP Debt Check-Restricted data sources? If yes, please explain. [Enter text](#)

### **Payment Automation Manager (PAM) Payment Integration**

1. Are you sending your payment files through PAM? [Select](#)
2. Are the payments processed through a Shared Service Provider (SSP)? [Select](#)
3. If the point of contact for PAM issues is different than the primary contact provided above (pg. 1), please provide their name, office telephone number, and email address. [Enter text](#)

## Batch [Payment File] | ConMon [Payee File]

1. \*How many files will be sent to DNP? [Enter text](#)

### Complete the file specification section for each file being sent to DNP:

#### Batch | ConMon – File Specification (refer back to questions 7,7a, 7b, and 8 in the Agency Profile section)

1. \*What type of file will you be sending to DNP? (Payment or Payee File) [Select](#)
2. Specify the type of data that the above-referenced file will include (e.g., vendor, grantee, benefit payment, salary payment, etc.)? [Enter text](#)
3. \*Does your agency own all of the data that you plan to send? [Select](#)
4. \*Does your agency have a signed Computer Matching Agreement (CMA) for matching your data against data sources available through DNP? [Select](#)

## Appendix A:

### Data Source Descriptions

#### COMMERCIAL

1. **American InfoSource (AIS) Death Data – Obituary**  
Contains death information sourced using obituary records obtained from funeral homes and newspapers.
2. **American InfoSource (AIS) Death Data – Probate**  
Contains death data information sourced using U.S. probate court records.

#### PUBLIC

3. **Death Master File (DMF)**  
Contains a listing of deaths that have been reported by the Social Security Administration.
4. **Department of Defense (DOD) Death Data**  
Contains information on individuals in active and reserve military, including whether an individual is deceased. Data is provided by the Department of Defense.
5. **Department of State (DOS) Death Data**  
Provides information regarding confirmed or presumed deaths of United States citizens while abroad. Data is provided by the Department of State's Bureau of Consular Affairs and originates from the American Citizen Services system.
6. **List of Excluded Individuals and Entities (LEIE)**  
Provides information regarding individuals and entities currently excluded from participation from Medicare, Medicaid and all other federal health care programs. Individuals and entities who have been reinstated are removed from LEIE.
7. **Office of Foreign Assets Control (OFAC)**  
OFAC administers and enforces economic and trade sanctions based on U.S. foreign policy and national security goals against targeted foreign states, organizations, and individuals.
8. **System for Award Management (SAM) Exclusion Records**  
Contains a list of individuals and firms excluded by federal government agencies from receiving new federal contracts.

#### RESTRICTED

9. **Credit Alert System (CAIVRS)**  
A database created by the federal government to track people who have defaulted on any federal debts or obligations, have had claims paid on direct or guaranteed federal loans, have a federal lien, judgment or a federal loan that is currently in default or foreclosure, or have had a claim paid by a reporting agency like the Department of Agriculture; Department of Housing and Urban Development; Department of Justice; Department of Veterans Affairs, or the Small Business Administration.
10. **List of Excluded Individuals and Entities (LEIE)**  
Provides information regarding individuals and entities currently excluded from participation from Medicare, Medicaid and all other federal health care programs. Restricted version of this data source contains the addition of excluded entity social security number (SSN)/employee identification number (EIN) information as well as up to five exclusion types. Individuals and entities who have been reinstated are removed from LEIE.

**11. System for Award Management (SAM) Entity Registration Records**

The primary registrant database for the federal government. SAM Entity Registration Records collects, validates, stores, and disseminates data in support of agency acquisition.

**12. System for Award Management (SAM) Exclusion Records**

Contains a list of individuals and firms excluded by Federal Government agencies from receiving new federal contracts. Restricted version of this data source contains TIN information.

**13. Treasury Offset Program (TOP) Debt Check**

Contains information about debtors that owe federal non-tax debt to federal agencies and ensure debtors that owe debts are paid via the Treasury offset process.

## Appendix B

### Do Not Pay Guide to Accessing TOP Debt Check-Restricted

**Purpose:** This enclosure will help agencies determine if the law permits them to access the Department of the Treasury’s Debt Check data source through Treasury’s Do Not Pay Portal, and if yes, for what purposes they may use Debt Check information. The “Background” section explains why Debt Check is part of Do Not Pay and what data Debt Check contains. The “Restrictions on Disclosure and Use” explains the laws restricting the Do Not Pay Portal’s ability to disclose information. The final section, “Accessing Debt Check,” lays out the circumstances under which agencies may access Debt Check Data through Do Not Pay.

#### **BACKGROUND**

**Why is Debt Check Part of Do Not Pay?** Debt Check is one data source listed in the *Presidential Memorandum--Enhancing Payment Accuracy Through a "Do Not Pay List"* dated June 18, 2010 (the Memorandum), which directed agencies to review available databases with relevant information on eligibility before the release of any federal funds, “to the extent permitted by law.” The Memorandum requires agencies to review data in Debt Check and other specific databases “where applicable and permitted by law.” Based on the directive in the Memorandum, Treasury has included Debt Check in Do Not Pay and requires information from agencies to determine if the data is relevant to eligibility for the program seeking access and if such access is permitted by law.

**What Data is in Debt Check?** Debt Check is an extract, or subset of data contained in the Treasury Offset Program (TOP) delinquent debtor database. TOP has data regarding delinquent federal and state debts for the purpose of offsetting and levying federal and state payments in accordance with several statutes and regulations. Some of the data in TOP is relevant for use with another debt collection tool referred to as “barring delinquent debtors.” Barring delinquent debtors refers to the statutory bar on federal agencies providing loans, loan insurance and loan guarantees to applicants who owe federal nontax debts that are over 90 days delinquent, unless they pay or otherwise resolve their debts. In 1996, by Executive Order 13019 that bar was extended to delinquent child support obligations submitted to TOP for collection by administrative offset. Therefore, Treasury created Debt Check by extracting data regarding federal nontax debts and child support obligations that were 90 days past due.

#### **RESTRICTIONS ON DISCLOSURE AND USE**

**What Restrictions Apply to the Disclosure and Use of Debt Check Data?** In general, debts owed by individuals in the TOP database are subject to the Privacy Act of 1974, as amended (PA). Among other things, the PA prohibits disclosure of data about individuals in a “system of records”, as the PA defines that term, unless the disclosure meets an exemption. All the data in TOP and other Treasury debt collection databases are contained in Treasury/FMS\* System of Records Notice (SORN) .014. The PA exemption most relevant to sharing Debt Check data is referred to as a “routine use.” Agencies may disclose data pursuant to a routine use, so long as the use is consistent with the purpose for which the data was collected (as stated in the applicable SORN), and the routine use has been published in the Federal Register for notice and comment.

The data in SORN .014 has been collected and maintained for the purpose of collecting delinquent debt and identifying, preventing and recouping improper payments. The routine uses Treasury has published are consistent with those purposes. This means that Treasury must determine if an agency’s proposed use of Debt Check data is consistent with the stated purposes—collection of delinquent debt or prevention, identification or recoupment of improper payments. Once disclosed, recipients of that information may only use it in accordance with the purpose for which it was disclosed.

## ACCESSING TOP DEBT CHECK

**What Uses Has Treasury Already Identified as Permissible?** Treasury has already determined that certain uses of Debt Check are clearly permissible under the SORN. Uses that are already approved include:

- (a) barring delinquent debtors from receiving any federal benefit, privilege or license unless they resolve the debt or taking any other adverse action against a debtor unless they resolve the debt (e.g., negative scoring on a procurement until obtain proof that the debt is paid or otherwise resolved);
- (b) taking an action to try to collect the debt (e.g., informing the debtor of the existence of the debt and encouraging them to contact and pay the agency they owe); and
- (c) auditing programs where payments to debtors are prohibited in order to identify and/or recoup improper payments.

**What Uses Has Treasury Determined Are Not Appropriate?** While not prohibited by law, Treasury does not want or expect agencies to set up internal offset or recoupment plans for payments that TOP can offset. Such efforts would be duplicative and not cost beneficial.

**Are There Other Permissible Uses?** Treasury will consider any additional proposed uses of Debt Check data to determine if the use will assist debt collection or identify, prevent, or recoup improper payments. In order to make this determination, Treasury will ask the agency for information about the proposed uses to ensure that the Debt Check data is relevant and the proposed use is consistent with the routine uses in our SORN.

\*On October 7, 2012, the Secretary of the Treasury issued Treasury Order 136-01, establishing within the Department of the Treasury the Bureau of the Fiscal Service (Fiscal Service). The new bureau consolidated the bureaus formerly known as the Financial Management Service (FMS) and the Bureau of the Public Debt (BPD). On October 2, 2013, Fiscal Service published a final rule that changed references in 31 CFR Part 202-391 from "FMS" or "BPD" to "Fiscal Service."

# TOP Debt Check Determination

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### Section 1 – Fiscal Service TOP Debt Check Feedback (Authorization & Comments)

Approved       Additional Information Required       *Not permitted*

Enter text

### Section 2 – Fiscal Service TOP Debt Check Reviewer

**Name of Legal Reviewer:**

Enter text

**Date:**

Enter text

# Legal Determination

**OFFICIAL USE ONLY**

<b>Section 1 – Agency Information</b> [Completed by Agency Outreach Liaison]				
Department Name: (Please indicate CFO-Act Department Name, if applicable)  Enter text	Agency / Component Name:  Enter text			
<b>Section 2 – Portal Specific Information</b> [Completed by Fiscal Service Legal]				
Based upon the initial questions request, please indicate the API information, functionality (indicate file name), and data source(s) the agency is approved for:				
Data Sources	Online	Batch [Payment File]	ConMon [Payee File]	API Online
<b>COMMERCIAL</b>				
1. American InfoSource (AIS) Obituary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. American InfoSource (AIS) Probate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>PUBLIC</b>				
3. Death Master File (DMF)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Department of Defense (DOD) Death Data	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Department of State (DOS) Death Data	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. List of Excluded Individuals and Entities (LEIE)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Office of Foreign Assets Control (OFAC)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. System for Award Management (SAM) Exclusion Records	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>RESTRICTED</b>				
9. Credit Alert System (CAIVRS)	<input type="checkbox"/>	N/A	N/A	<input type="checkbox"/>
10. List of Excluded Individuals and Entities (LEIE)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. SAM Entity Registration Records	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. SAM Exclusion Records	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Treasury Offset Program (TOP) Debt Check	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Section 3 – Fiscal Service Legal Feedback (Authorization &amp; Comments)</b>				
Approved <input type="checkbox"/> Additional Information Required <input type="checkbox"/> <i>Not permitted</i> <input type="checkbox"/>				
Enter text				
<b>Section 4 – Fiscal Service Reviewer</b>				
<b>Name of Legal Reviewer:</b>  Enter text	<b>Date:</b>  Enter text			