

Top 10 Takeaways - ASAP Enrollment for New NIFA Grantees

- #1** The U.S. Department of Treasury’s Automated Standard Application for Payments (ASAP) is an electronic payment system which is free to Recipient Organizations (ROs) or grantees.
- #2** ROs/Grantees are strongly encouraged to start the enrollment process as early as possible as it can take up to 179 calendar days for the enrollment process to be completed, longer if the process needs to be reinitiated by the NIFA ASAP Payments Team.
- #3** ROs/Grantees are strongly encouraged to monitor the enrollment process until the process is completed.
- #4** After the ASAP enrollment process is completed, it can take up to an additional 30 calendar days before the RO/Grantee can make their first payment request.
- #5** Grant funds may not be available within this 30-day after the enrollment is completed for the following reasons:
- Funds are being “withheld” per the award Terms and Conditions.
 - The award start date is later than the award date.
- #6** ASAP is not used to make payments for grants to Federal agencies and for payments made on behalf of the awardees of Veterinary Medicine Loan Repayment Program (VMLRP) agreements.
- #7** There are two ASAP Help Desks with different roles and responsibilities:
- Treasury’s ASAP Help Desk at the Kansas City Financial Center
 - NIFA’s ASAP Help Desk in Washington, D.C.
- #8** The U.S. Department of Treasury’s Bureau of the Fiscal Service at the Kansas City Financial Center provides the following support for ASAP:
- Help Desk:** kfc.asap@fiscal.treasury.gov or 855.868.0151 (option 2, option 3)
- 7:30 am – 6:00 pm Eastern (Monday - Friday)
- Public Website:** Automated Standard Application for Payments: www.ASAP.gov
- **ASAP “Help” Menu** after ASAP Log in (e.g., Procedures - Enrollment, Payments)
- News and Information:** www.Fiscal.Treasury.gov/ASAP
- ASAP.gov Hours of Operations:** Inquiries: 8:00 am – 11:59 pm eastern (Monday – Friday)
- Payments:**
- Fedwire Payments (same day settlement) 8:00 am - 5:45 pm eastern
 - ACH Payments (next day settlement) 8:00 am - 11:59 pm eastern
- #9** The NIFA ASAP Help Desk is reached by sending an email to ASAPCustomerService@nifa.usda.gov. Responses are provided within 1 – 2 business days.
- #10** NIFA suspends all ASAP accounts for 4 business days before the end of the month. Schedule is available on the NIFA Grant Payments web page.