

ASAP Waiver Request

On November 18, 2011, the Department of the Interior (DOI) will require the U.S. Fish and Wildlife Service (FWS) to begin processing all financial assistance payments to recipients using the Automated Standard Application for Payments (ASAP) system. DOI may exempt recipients from using ASAP under the conditions described below. If you believe you / your organization is eligible for a waiver, please mark the applicable condition and complete the information requested.

Waiver Requests for Hardship

<input type="radio"/> Condition 1	<ul style="list-style-type: none"> ● The requirement to receive payment via ASAP is automatically waived for all individuals who do not have an account with a financial institution and who are not eligible to open an electronic transfer account (ETA) under Public Law 104–208, until such date as the Secretary of the Treasury determines that the ETA is available. ● An individual [includes employees and sole proprietors] with or without an account with a financial institution determines that payment through ASAP would impose a hardship due to either a physical or mental disability, or a geographic, language, or literacy barrier, or would impose a financial hardship.
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Waiver Requests Involving Natural Disasters, Public Safety, or Foreign Payments

<input type="radio"/> Condition 2	Where the payment is to a recipient within an area designated by the President or an authorized agency administrator as a disaster area. This waiver is limited to payments made within 120 days after the disaster is declared.
<input type="radio"/> Condition 3	A response to contingency operations conducted by or in support of the Department of Defense.
<input type="radio"/> Condition 4	Where use of ASAP may pose a threat to national security, the life or physical safety of an individual may be endangered, or a law enforcement action may be compromised.
<input type="radio"/> Condition 5	Where an agency's need to deliver funding is of such unusual and compelling urgency that the public and / or the Government would be seriously injured unless payment is made by a method other than ASAP; or, where there is only one possible Recipient and the public and / or the Government would be seriously injured unless payment is made by a method other than ASAP.

Describe how you / your organization meets the selected condition.

Recipient Information

Recipient Name:		DUNS (Nine Digits)	
Recipient Address:			

Point of Contact Information

Name:		Phone:	
Email (if applicable):			

To submit your completed **ASAP Waiver Request**:
 Fax to **(703) 358-2160**; email to **ASAPEnrollment@fws.gov**; or mail a hardcopy to:
U.S. Fish and Wildlife Service, 4301 North Fairfax Drive, MS 7029-43, Attn: ASAP Enrollment, Arlington, VA, 22203