

Kansas Treasury Offset Program

From: KTOP
Sent: Thursday, February 19, 2015 3:05 PM
Subject: KTOP Notice to Payor Agencies
Attachments: SAMPLE KTOP Payor Agency Notice of Intent to Offset.pdf

Our records in the Kansas Treasury Offset Program (KTOP) indicate you are the accounts payable contact for your agency. **If you are not the accounts payable contact for your agency, please notify us of the correct individual's name, email address, and phone number by sending an email to ktop@da.ks.gov.**

On **Monday, March 2nd**, the State of Kansas will begin matching eligible SMART payments to the Treasury Offset Program (TOP). TOP is a database that contains delinquent debts owed to the federal government, and is used for debt matching and payment offset.

IMPORTANT: OFFSETS TAKE EFFECT IMMEDIATELY AND ARE GENERALLY NOT REVERSIBLE. If you believe there is a payment not eligible for federal offset, contact KTOP before proceeding with the payment request. If there is an issue with a payment that has already been offset, please contact KTOP immediately.

The **offset** notices that are sent by KTOP are very similar to the **setoff** notices that are sent by the Kansas Debt Recovery System (KDRS). Attached is a sample of a *KTOP Payor Agency Notice of Intent to Offset*. At the top of the Notice of Intent to Offset, please observe the name "Kansas Treasury Offset Program," as well as the KTOP phone number and email address. In addition, the Notice of Intent header indicates "Offset". (If the notice was sent by KDRS, it would reflect "Setoff" in the header.) In the KTOP offset notice, the column headings (Debtor Name, SMART Vendor, etc.) are green as opposed to blue for KDRS notices.

The differences noted above are easy ways for agencies to distinguish whether a notice was sent by KTOP or KDRS. Any questions regarding a notice received should be directed to the appropriate office.

If you have any questions regarding this email, please don't hesitate to contact our office. Thanks and have a great day!

Kansas Treasury Offset Program
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ktop@da.ks.gov | www.admin.ks.gov/offices/ofm/ktop



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This email message, including attachments, if any, is intended for the person or entity to which it is addressed and may contain confidential and/or privileged information. Any unauthorized review, use or disclosure is prohibited. If you are not the intended recipient, please contact the sender and destroy the original message, including all copies. Thank you.