USPS Mail Growth Incentives (MGI)

Postage Credit Claim Process

June 18, 2024



Agenda

- **1.** Mail Growth Incentives (MGI) Overview & Registration To-Date
- 2. Postage Credit Computation
- **3.** Viewing Postage Credits
- 4. Claiming Postage Credits
- 5. Applying Postage Credits to Permits
- 6. Approval of Postage Credit Claim Requests
- 7. Postage Credit Usage after Approval
- 8. Additional Resources



2024 Mail Growth Incentives (MGI) Overview

USPS has implemented two new mail incentives to grow volume. Both First-Class Mail and Marketing Mail Growth Incentives will provide eligible mailers postage credits on mail volume growth.

Baseline Period: October 2022 – September 2023 (FY2023) Registration Period: November 2023 – June 2024 Incentive Performance Period: January 2024 – December 2024

Postage Credits for Mail Volume Growth



- Mailers will receive postage credits for qualifying volume in excess of 1M pieces or FY23 baseline volume – whichever is higher
- Earned postage credits will be issued quarterly after June, September, and December 2024

Eligible Products

First-Class Mail: Presort Letters, Presort Cards, Presort Flats

Marketing Mail: Letters and HD/Saturation Letters, Flats and HD/Saturation Flats, Carrier Route, Parcels and Saturation Parcels

There is very limited time to complete registration steps

- Registration closes June 30th
- Allow time to get through the process
- Registrations NOT finalized by the end of June will NOT be able to participate

Find more information on the process, eligibility, and requirements on <u>PostalPro</u>!



MGI Registration To-Date

Since registration opened on 11/29, there are 1,250+ registrations in process that are associated with 54B+ pieces of eligible mail volume and there has been significant progress in finalizing registrations with Mail Owners.



54B

Total volume associated with inprocess registrations

Registrations NOT finalized by the end of June will be cancelled and Mail Owner will NOT be able to participate



Postage Credit Computation

Postage credits are calculated by comparing calendar year 2024 (CY24) to-date volumes at the end of June, September, and December to the Mail Owner's established baseline at the average price paid.





performance period

Viewing Postage Credits (1/9)

The Mailing Promotions Portal (MPP) now offers MGI reporting and tracking functionality through an Incentive Credit Dashboard and an Incentive CRID Dashboard.

My Promotions/Incentives Requests

To access information about MGI postage credits, navigate to the Mailing Promotions Portal (MPP) and select My Promotions/Incentives.





Viewing Postage Credits (2/9)

The Mailing Promotions Portal (MPP) now offers MGI reporting and tracking functionality through an Incentive Credit Dashboard and an Incentive CRID Dashboard.

My Promotions/Incentives Requests

Under My Promotions/Incentives, Mail Owners will first see all of their promotion/incentive requests.

			Му	Promot	ions/Incentives	Requests			
AII	Open Appea	al Review	Closed Incent	ive Credit	Dashboard Incent	tive CRID Dashboard	d		
ms • So	orted by Service Request Nu	umber • Filte	red by All service requests -	contactIsActiv	eUser, Service Request Re	ecord Type			¢
ms • So	orted by Service Request Nu	umber • Filter	red by All service requests - Promotion Type	contactIsActiv	eUser, Service Request Re Status	ecord Type Date/Time Ope V	Contact Na V	On Behalf of Contact Nar	ne V
ms • So	orted by Service Request Nu Service Reque 1 V 63215200	umber • Filter Su V	red by All service requests - Promotion Type First-Class Mail Growth	contactIsActiv	eUser, Service Request Re Status ✓ Baseline Confirmed	ecord Type Date/Time Ope ✓ 5/20/2024 5:59 PM	Contact Na… ∽ Lisa Thompso…	On Behalf of Contact Nar	t‡ me ∨
1 2	orted by Service Request Nu Service Reque ↑ ∨ 63215200 63215201	umber • Filter	red by All service requests - Promotion Type First-Class Mail Growth Marketing Mail Growth	contactIsActiv	eUser, Service Request Re Status Baseline Confirmed Baseline Confirmed	ecord Type Date/Time Ope ↓ 5/20/2024 5:59 PM 5/20/2024 5:59 PM	Contact Na… ∽ Lisa Thompso… Lisa Thompso…	On Behalf of Contact Nar	¢ ne ∨



Viewing Postage Credits (3/9)

The Mailing Promotions Portal (MPP) now offers MGI reporting and tracking functionality through an Incentive Credit Dashboard and an Incentive CRID Dashboard.

Incentive Credit Dashboard in MPP

Under **My Promotions/Incentives**, Mail Owners can also see an **Incentive Credit Dashboard** (shown below), which has actual volume, baseline, average price paid, and postage credit information.

					My Pro	mo	tions/Incen	tives Req	uest	S						
All	Open	Ар	peal Review	Closed	Incentive	Cred	dit Dashboard	Incentive	CRID	Dashboard						
	centive Credits											1	New	Printa	able Vi	ew
	•								0.0	a crob this list		·~ -	— _	a		-
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ems • So 1 2	orted by SR # • F SR # ↑ 63215200 63215201	iltered	by All incentive cre Growth Incenti First-Class Mail Marketing Mai	dits - SR St ve T V Growt	atus • Updated a few Actual Volume 2,483,315 0		Agreed upo 2,415,748 450,326	 Avg Price 0.3000 0.0000 	v	Postage C V \$6,081.03 \$0.00	Postage C \$6,081.03 \$0.00	Po:	stage C .00	~	Posta \$0.00 \$0.00	ge C.



Viewing Postage Credits (4/9)

The Mailing Promotions Portal (MPP) now offers MGI reporting and tracking functionality through an Incentive Credit Dashboard and an Incentive CRID Dashboard.

Incentive Credit Dashboard in MPP

Under **My Promotions/Incentives**, Mail Owners can also see an **Incentive Credit Dashboard**, which has actual volume, baseline, average price paid, and postage credit information. Below is a **full view of the column headers shown on the previous slide**.

SR #	Growth Incentive Type	Actual Volume	Agreed upon Baseline	Avg Price Paid
63215200	First-Class Mail Growth Incentive	2,483,315	2,415,748	0.3000
63215201	Marketing Mail Growth Incentive	0	450,326	0.0000
63215202	Marketing Mail Growth Incentive	735,006	750,000	0.3800

Postage Credits Earned 🔹	Postage Credits Available	Postage Credits Claimed	Postage Credits Used
\$6,081.03	\$6,081.03	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00

Viewing Postage Credits (5/9)

The Mailing Promotions Portal (MPP) now offers MGI reporting and tracking functionality through an Incentive Credit Dashboard and an Incentive CRID Dashboard.

Incentive Credit Dashboard in MPP

To see additional Service Request (SR) information, Mail Owners can select SR # in the left column.

					My Pr	omo	tions/Incent	ives Req	uests						
411	Open	Ар	peal Review	Close	d Incentive	Crea	lit Dashboard	Incentive	CRID D	ashboard					
Ince	entive Credits											1	lew	Print	able View
ms • Sor	rted by SR # • F	iltered I	by All incentive cre	edits - SR St	atus • Updated a fe	w seco	nds ago		Q Sea	arch this list		\$	•	C	C T
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Viewing Postage Credits (6/9)

The Mailing Promotions Portal (MPP) now offers MGI reporting and tracking functionality through an Incentive Credit Dashboard and an Incentive CRID Dashboard.

Incentive Credit Dashboard: SR Details Tab

The SR # webpage will show SR Details and SR Related tabs. The former will show all information about that Incentive SR.

Home Submit Promotion //ncontine	Mu Promotions /Incontinues Ack a Question Mu	Questions RCE Home	Account Name	Summary
Convice Promotion/incentive	my promotions/incentives Ask a Question My	Questions bus nome	Red Account	
63215200		+ Follow I Agree I Disagree - Request Assistance	Promotion Type	Date/Time Closed
Status Promotion Ty Baseline Confirmed First-Class N	/pe Original Baseline Mail Growth Incentive 2,415,748	Agreed upon Baseline 2,415,748	First-Class Mail Growth Incentive	
DETAIL S RELATED		Post	Original Baseline	Date/Time Opened
		Share an update	2,415,748	5/20/2024 5:59 PM
\checkmark Incentive Qualification			Baseline Discussion Notes	Created Date
Service Request Number 63215200	Service Request Owner	t₄ ▼ Q. Search this feed ▼ ▼ C		5/20/2024 5:50 PM
Contact Name Lisa ThompsonTwo	Status Baseline Confirmed	Lisa.Thompsontwo (Customer) rested this service request.		5/20/2024 5.53 T W
Contact Phone	Service Request Origin	Nay 20, 2024 at 0.39 PN	Agreed upon Baseline	Web Email
(312) 000-6563 Contact Email	Priority	63215200	2,415,748	
lisa.r.thompson@usps.gov	Routine	View more details		T (LODID - 20 Males
Red Account	Summary	Like Comment	Total CRID Registered	Iotal CRID with volume
Promotion Type First-Class Mail Growth Incentive	Date/Time Closed		2	2
Original Baseline 2.415.748	Date/Time Opened 5/20/2024 5:59 PM	While a comment	Average Price Paid	
Baseline Discussion Notes	Created Date	_ /	#0.00	
Agreed upon Baseline	5/20/2024 5:59 PM Web Email	-	\$0.30	
2,415,748	Total CDID with Melanes		Total Price Paid	
2	2		744.005	
Average Price Paid \$0.30			144,990	
Total Price Paid			Actual Volume	
Actual Volume			2 /83 315	
2,483,315			2,400,010	



Viewing Postage Credits (7/9)

The Mailing Promotions Portal (MPP) now offers MGI reporting and tracking functionality through an Incentive Credit Dashboard and an Incentive CRID Dashboard.

Incentive Credit Dashboard: SR Related Tab

The SR # webpage will show **SR Details and SR Related tabs**. The latter will show files uploaded, emails sent and received, and Incentive Credits related to this SR.

Home Submit Promotion/Incentive My Promotions/Incentives Ask a Question	on My Questic	L Follow	Incentive Crec	lits (0)			New
63215200 Status Promotion Type Original Basel Saseline Confirmed First-Class Mail Growth Incentive 2,415,748	line Agre 2,41	ed upon Baseline	Incentive Credit N	Actual Volume FC	Actual Volume MM	Average Price FC	
DETAILS RELATED		Post Claim Credit					
Files (1)	Add Files	Share an update Share	Incentive CRI	Ds (2)			
		↑↓ ▼ Q. Search this feed ♥ ▼ C ⁴	Incentive CRID Na	Account	CRID	Baseline Volume Fi	
Csv May 20, 2024 + 1868		Lisa.Thompsontwo (Customer) created this service	IC-512114	Red Account	0000005	1,965,422	
	View All	request. May 20, 2024 at 5:59 PM	IC-512115	Green Account	0000006	450,326	
Activity History (1)		63215200					View
Subject Name Task Due Date		View more details					
Email: USPS Servic Lisa ThompsonTwo 🗹 5/20/2024	•	🔒 Like 🌘 Comment	incentive Pern	nits (0)			New
	View All	Write a comment	Mail Owner	Account	Amount of Credit A	Permit Number	
Emails (1)							
Subject From Address To Address Message Date							
USPS Service Req donotreplyuspscusto terrence.griffin@af 5/20/2024 5:59 PM	V V						
	View All						

Note: Mock data; results shown are not actuals and meant for demonstration purposes



Viewing Postage Credits (8/9)

The Mailing Promotions Portal (MPP) now offers MGI reporting and tracking functionality through an Incentive Credit Dashboard and an Incentive CRID Dashboard.

Incentive CRID Dashboard in MPP

Under **My Promotions/Incentives**, Mail Owners can also see an **Incentive CRID Dashboard**, which has actual volume, baseline, total price paid, and average price paid information separated by CRID. To see additional CRID information, select **CRID** (shown below).

My Promotions/Incentives Requests											
All	Open	Appeal Re	view Closed Incent	tive Credit Dashboard	Incentive CRID E	Dashboard					
Incentive CRIDs ↓ items • Sorted by SR # • Filtered by All incentive crids - Actual Volume, Baseline Volume, SR Status • Updated a few seconds ago											
}	SR # ↑ 🛛 ∨	CRID V	Growth Incentive Type 🗸 🗸	Baseline Volume 🗸 🗸	Actual Volume 🗸 🗸	Total Price Paid 🗸 🗸	Avg Price Paid 🗸 🗸				
1	SR # ↑ ∨ 63215200	CRID ~	Growth Incentive Type ∨ First-Class Mail Growth I	Baseline Volume \checkmark 1,965,422	Actual Volume 1,965,441	Total Price Paid ∨ 589,632.50	Avg Price Paid \checkmark 0.3000	•			
1	SR # ↑ ~ 63215200 63215200	CRID ~ 00000005 00000006	Growth Incentive Type ∨ First-Class Mail Growth I First-Class Mail Growth I	Baseline Volume ✓ 1,965,422 450,326	Actual Volume ✓ 1,965,441 517,874	Total Price Paid ✓ 589,632.50 155,362.00	Avg Price Paid ✓ 0.3000 0.3000	•			
1 2 3	SR # ↑ 63215200 63215200 63215201	CRID ~ 00000005 00000006 00000005	Growth Incentive Type ∨ First-Class Mail Growth I First-Class Mail Growth I Marketing Mail Growth I	Baseline Volume ✓ 1,965,422 ✓ 450,326 ✓ 450,326 ✓	Actual Volume ✓ 1,965,441 517,874 0	Total Price Paid ✓ 589,632.50 √ 155,362.00 0.00	Avg Price Paid ✓ 0.3000 0.3000 0.3000	 <			





Viewing Postage Credits (9/9)

The Mailing Promotions Portal (MPP) now offers MGI reporting and tracking functionality through an Incentive Credit Dashboard and an Incentive CRID Dashboard.

Incentive CRID Dashboard: CRID Details Tab

The CRID webpage will show CRID Details and CRID Related tabs. The former will show performance details for a CRID within a specific SR.



Note: Mock data; results shown are not actuals and meant for demonstration purposes



Claiming Postage Credits (1/2)

Mail Owners will need to add an Incentive Permit to claim their MGI postage credits; this is a simple process and provides flexibility on the actual Permit that the Mail Owner would like to utilize. To kickstart this process, navigate to the SR Related tab.

Incentive Credit Dashboard in MPP

Navigate to the SR Related tab in the Incentive Credit Dashboard to start the process of claiming postage credits.

Mail Owners can select **SR #** in the left column.

					My Pro	omo	otions/Incenti	ves Req	uest	ts					
AII	Open	Ар	peal Review	Closed	Incentive	Crea	dit Dashboard	Incentive	CRID	Dashboard					
	centive Credits											New	Prin	table Vi	ew
	·								Q 9	Search this list		ŵ - 📰 -	- C		-
ems • S	Solieu by SR # • r	-iltered	by All incentive cree	dits - SR Sta	atus • Updated a fev	/ seco	onds ago								<u>'</u>
ems • S	SR # ↑	-iltered	by All incentive crea	dits - SR Sta	Actual Volume	v seco	Agreed upo 🗸	Avg Price	~	Postage C V	Postage C 🗸	Postage (×	Posta	ge C.
ems • 5	sR # ↑ 63215200	-iltered	by All incentive crea Growth Incentiv First-Class Mail	dits - SR Sta ve T ∨ Growt	Actual Volume 2,483,315	v seco	Agreed upo V 2,415,748	Avg Price	V	Postage C >	Postage C > \$6,081.03	Postage (\$0.00	×	Posta \$0.00	ge C.
1 2	SR # ↑ 63215200 63215201	✓	by All incentive crea Growth Incentiv First-Class Mail Marketing Mail	dits - SR Sta ve T V Growt	Actual Volume 2,483,315 0	v seco	Agreed upo ~ 2,415,748 450,326	Avg Price 0.3000 0.0000	~	Postage C > \$6,081.03 \$0.00	Postage C > \$6,081.03 \$0.00	Postage (\$0.00 \$0.00	 = ~	Posta \$0.00 \$0.00	ge C.



Claiming Postage Credits (2/2)

Mail Owners will need to add an Incentive Permit to claim their MGI postage credits; this is a simple process and provides flexibility on the actual Permit that the Mail Owner would like to utilize. To kickstart this process, navigate to the SR Related tab.

Adding an Incentive Permit to Claim Postage Credits

To claim postage credits, the Mail Owner will need to create an Incentive Permit which you can see in the bottom right of the slide.

Home Submit P	romotion/Incentive My	/ Promotions/Incentiv	es Ask a Question	My Questio	ns BCG Home			- Http://0			Ne
Service Req 6321520 Status Baseline Confirm	uest O Promotion Type ed First-Class Mai	il Growth Incentive	Original Baselin 2,415,748	e Agree 2,41	+ Follow I Agree I Disagree - Request Assist ed upon Baseline 5,748	ance	Incentive Credit N	Actual Volume FC	Actual Volume MM	Average Price FC	Nev
DETAILS	RELATED				Post Claim Credit Share an update	hare	Incentive CR	IDs (2)			
Files (1)			A	dd Files	Ît↓ ▼ Q. Search this feed	C	Incentive CRID Na	Account	CRID	Baseline Volume F	i
CSV May 20, 2024	uest_632 • 1868				Lisa.Thompsontwo (Customer) created this service	e 💌	IC-512114	Red Account	0000005	1,965,422	
				View All	Verguest. May 20, 2024 at 5:59 PM		IC-512115	Green Account	0000006	450,326	
🛃 Activity H	istory (1)				63215200						Viev
Subject	Name	Task	Due Date		View more details			. (0)			<u> </u>
Email: USPS Servi	Lisa ThompsonTwo		5/20/2024	•	🔥 Like 🌑 Comment		Incentive Per	rmits (U)			New
				View All	Write a comment		Mail Owner	Account	Amount of Credit A	Permit Number	
Emails (1)											
Subject	From Address	To Address	Message Date								
USPS Service Req.	donotreplyuspscusto	terrence.griffin@af	5/20/2024 5:59 PM	•							
				View All							

Note: Mock data; results shown are not actuals and meant for demonstration purposes



Applying Postage Credits to Permits: Mail Owner's Permit (1/3)

Mail Owners will need to add an Incentive Permit to claim their MGI postage credits; this is a simple process and provides flexibility on the actual Permit that the Mail Owner would like to utilize. To kickstart this process, navigate to the SR Related tab.

Adding an Incentive Permit to Claim Postage Credits

Selected the relevant SR on the Incentive Credit Dashboard, then select the SR Related tab.

Scrolled down to the Incentive Permits section and select the "New" button within this section to add a Permit.

The Mail Owner can now specify the Permit to which their postage credits should be applied.

Incentive	Permits (0)			New
Mail Owner	Account	Amount of Credit A	Permit Number	

The next steps will depend on whether a Mail Owner chooses their own Permit or an MSP's Permit to apply postage credits



Applying Postage Credits to Permits: Mail Owner's Permit (2/3)

To apply postage credits, the Mail Owner must select a Permit (either their own or an MSP's Permit). If the Mail Owner selects their own Permit, then this is a simple process that only involves entry of identifying and postage credit information.

Application of Postage Credits to Mail Owner's Permit

To apply postage credits to their own Permit, the Mail Owner simply needs to complete the fields shown below. The Mail Owner must repeat this step if they want to add additional Permits, subject to the maximum available postage credit amount.

	* Permit Number	Postage Credit Applied Only to PI and OI Permits
New Incentive Permit	* Finance Number	
Select a record type	* Amount of Credit Assigned to Permit	_
Apply Postage Credit to My Permit	Permit Status New	_
Transfer Postage Credit to MSP Permit	*Mail Owner	
Cancel Next	* Service Request 63215200 ×	_
	Cancel Save	& New Save



Applying Postage Credits to Permits: Mail Owner's Permit (3/3)

To apply postage credits, the Mail Owner must select a Permit (either their own or an MSP's Permit). If the Mail Owner selects their own Permit, then this is a simple process that only involves entry of identifying and postage credit information.

Application of Postage Credits to Mail Owner's Permit

After applying postage credits to their own Permit, the Mail Owner will see the image shown below, **notifying them that an Incentive Permit has** been created.

However, this <u>Does Not Mean</u> the postage credits have been approved and transferred to their permit. The Mail Owner will be notified if/when the postage credit is available for use or a discussion is required (within 3-5 business days).





Applying Postage Credits to Permits: MSP's Permit (1/4)

To apply postage credits, the Mail Owner must select a Permit (either their own or an MSP's Permit).

Transfer of Postage Credits to MSP Permit

To transfer postage credits to an MSP's Permit, the Mail Owner must select the second option and complete the information shown below. The Mail Owner must repeat this step if they want to add additional Permits, subject to the maximum available postage credit amount.

		* Permit Number * Finance Number	Postage Credit Applied Only to F and OI Permits
	New Incentive Permit		
		MSP Contact Email	
Select a record type	Apply Postage Credit to My Permit	* Amount of Credit Assigned to Permit	
	Transfer Postage Credit to MSP Permit	Permit Status	
		*Mail Owner	_
	Cancel Next	*Service Request	
		63215200	×



Applying Postage Credits to Permits: MSP's Permit (2/4)

If the Mail Owner chooses to transfer their postage credits to an MSP, then the MSP must either approve or reject the transfer of postage credits onto their Permit. The process for selecting an MSP Permit applies to selecting any third-party Permit.

Transfer of Postage Credits to MSP Permit

If the Mail Owner chooses to transfer postage credits to an MSP's Permit, then use of this Permit for this purpose must be approved by the MSP.

The MSP will receive an email (shown below) that sends them to a webpage, where they can approve or reject this transfer.

Hello,

"Test Mail Owner" has submitted a request to transfer \$2,000 in postage credits they earned in the Mail Growth Incentive to your permit. Within 10 business days, please click on the link below to Approve or Reject acceptance of these postage credits on the Mail Owner's behalf. <u>https://usps--cat.sandbox.my.salesforce-sites.com/IncentivePermitApproval?ipa=NJxd%2F9LwjUgrjxxEXOfll7C9EbOv7xIV1jbSgSSq%2FoU%3D</u>

If you have any questions or concerns, please contact the Mail Owner listed for further clarification.

Thank you!



Applying Postage Credits to Permits: MSP's Permit (3/4)

If the Mail Owner chooses to transfer their postage credits to an MSP, then the MSP must either approve or reject the transfer of postage credits onto their Permit. The process for selecting an MSP Permit applies to selecting any third-party Permit.

Transfer of Postage Credits to MSP Permit

Upon receipt of the decision email, approval or rejection action must be taken within 10 business days.

Failure to take an action will result in automatic cancellation of this request and a notification to the Mail Owner to contact the Permit owner before re-submitting or to select a different Permit.

■USPS.COM [®]		
	If you have already submitted your decision, Resubmission will not be recorded.	
* Please select your choice : Approved Rejected		
Please approve or reject the postage credits from the mail growth i process with receiving postage credits from your permit. If you reje	ncentive to be placed on your permit within ten business days of receiving this email. If you approve, your submission will be recorded and the mail owner will be able to continue the ct, the mail owner will be notified that you do not approve for postage credits from mail growth incentive to be placed on your permit.	



Applying Postage Credits to Permits: MSP's Permit (4/4)

If the Mail Owner chooses to transfer their postage credits to an MSP, then the MSP must either approve or reject the transfer of postage credits onto their Permit. The process for selecting an MSP Permit applies to selecting any third-party Permit.

Transfer of Postage Credits to MSP Permit

After the MSP submits their decision, they will see the below webpage to confirm their submission.

However, again, if approved, this **Does Not Mean** the postage credits have been approved and transferred to their permit. **The Mail Owner will be notified if/when the postage credit is available for use or a discussion is required (within 3-5 business days)**. The MSP can check their permit to look for the postage credits.





Approval of Postage Credit Claim Requests

USPS will need to approve all Postage Credit Claim Requests before they can be processed and available for use.

Claim Request Sent to Program Registration

Once a Mail Owner submits a complete* Postage Credit Claim Request, it is transferred from MPP to Program Registration

*"Complete" means either the Mail Owner's own Permit was submitted, or the Permit owner approved use of their Permit (in the case an MSP's Permit was submitted by a Mail Owner)

USPS Approves Postage Credit Claim Request or Returns to Mail Owner for Discussion

USPS authorized approvers will review the Postage Credit Claim Request in Program Registration and either approve or return to Mail Owner for further discussion

Mail Owner Views Decision

The USPS approver's decision will be made available to the Mail Owner within:

- MPP Incentive Credit
 Dashboard
- Email to Mail Owner

Postage Credit Available for Use

Approval of a Postage Credit Claim Request in Program Registration will also result in:

 Data being transferred to PostalOne! to enable approved postage credits to be available on the approved Permit



Postage Credit Usage after Approval (1/2)

Once the postage credits are available on a Permit, the Permit owner may begin to use them on applicable mail products to pay for postage.

How To Apply

MGI postage credits can only be used on eligible mail products for the incentive in which they are earned

- Postage credits issued for the First-Class Mail Growth Incentive can only be used on qualifying future First-Class Mail mailings
- Postage credits issued for the Marketing Mail Growth Incentive can only be used on qualifying future Marketing Mail mailings

When To Apply

MGI postage credits can be applied to mailing statements **immediately after they are agreed-to, approved, and issued to a Permit**

Postage credits will be issued after June
30, September 30, and December 31, 2024

CY24 MGI postage credits expire after December 31, 2025



Postage Credit Usage after Approval (2/2)

After approval by USPS, postage credits will be available for use by the relevant Permit owner for qualifying mailings within the stipulated time frame.



Postage Credit Amounts in PostalOne!

Approved postage credit amounts will be visible on the relevant Permit in PostalOne!



Postage Credit Applied Only to PI and OI Permits

Since USPS cannot track/limit usage on MT and PC Permits (i.e., Marketing Mail postage credits are only allowed for Marketing Mail mailings, etc.), USPS is not allowing MGI postage credits to be applied to these Permit types



Current Payment Procedures

Permit owners are to use current payment procedures in PostalOne! and related systems while utilizing approved postage credits available on their Permits

Claim in Mail.dat/.XML



Mailers must claim these postage credits in Mail.dat/.XML by using the **code MG** (Marketing Mail Growth Incentive) **or code FG** (First-Class Mail Growth Incentive); if the eDoc contains separate Permits for each Mail Owner, with separate Mail Piece Units, then PostalOne! only applies the postage credit on the claimed Child Postage Statement

Mail Owner Usage Tracking

Tracking of postage credit use will be available to Mail Owners who use their own Permit to apply postage credits; USPS systems cannot track and relate postage credit usage on an MSP's Permit back to the originating Mail Owner and therefore these will be considered used when issued



Additional Resources

Further information on MGI can be found on PostalPro.

- – MGI Resources –
 PostalPro contains more
 MGI information including
 FAQs, webinars, and more
- First-Class Mail & Marketing Mail Incentives
- MGI FAQs
- MGI Terms & Conditions
- Nov. 2023 MGI Industry
 Webinar



FAQs are continuously updated and presentations can be found on PostalPro

