

UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency
Washington, DC 20250

Notice CRP-768

For: State and County Offices

Processing CRP C/S Payments on Existing AD-245's and Current FSA-848's

Approved by: Deputy Administrator, Farm Programs



1 Overview

A Background

Notice:

- CRP-757 reauthorized revisions, corrections, and modifications for existing CRP-1's that require an additional obligation of funds according to 2-CRP
- CRP-759 provided instructions on actions to begin preparing for migrating existing AD-245's from CRES to the Web Cost Share System (CSS)
- CRP-763 instructed that CRP continuous authority has been reinstated.

County Offices may encounter situations where a producer needs to be paid C/S **immediately**, but **cannot** because of reasons, such as AGI errors in CRES or CSS errors.

B Purpose

This notice provides instructions for processing:

- additional CRP C/S payments on existing AD-245's that need to be processed **immediately**, but **cannot** because of AGI eligibility errors
- additional C/S payments on AD-245's that do **not** need to be paid **immediately**
- C/S payments on FSA-848's in CSS that need to be paid **immediately**, but **cannot** because of Conservation Contract Maintenance Software related errors
- FSA-848's that need to be revised because of cost rate increases.

Disposal Date	Distribution
November 1, 2014 6-20-14	State Offices; State Offices relay to County Offices

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2 Software Actions

A Existing AD-245's Maintained in CRES

For AD-245's currently maintained in CRES, the following actions shall be taken.

IF any AD-245's have...	AND the...	THEN user shall...
never been created in CRES, but have a corresponding CRP-1 approved on paper before September 30, 2013	producer will certify partial or final performance and will need a C/S payment immediately	<ul style="list-style-type: none"> • create new components with legacy rates in Program Provisioning, if applicable • create new C/S application in CSS • approve FSA-848A in CSS • in CSS, complete Producer Certification • in CSS, complete TSP Certification • complete Record and Pay in CSS.
been approved in CRES	producer has never completed performance, will certify partial or final performance and will need a C/S payment immediately, and initial C/S payment fails because of AGI eligibility error in CRES	<ul style="list-style-type: none"> • in CRES, cancel AD-245 according to Notice CRP-759 • in CSS: <ul style="list-style-type: none"> • create new components and rates in Program Provisioning, if applicable • create new FSA-848 • approve FSA-848A • complete Producer Certification • complete TSP Certification • complete Record and Pay.

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2 Software Actions (Continued)

A Existing AD-245's Maintained in CRES (Continued)

IF any AD-245's have...	AND the...	THEN user shall...
been approved in CRES (Continued)	producer has received a partial payment, needs an additional C/S payment immediately, and additional C/S payment fails because of AGI eligibility error in CRES or the C/S rate has increased	<ul style="list-style-type: none"> • in CRES, post \$0.00 Final Performance on the applicable AD-245 as “Finally” performed according to Notice CRP-759 • in CSS: <ul style="list-style-type: none"> • create new components and rates in Program Provisioning, if applicable • create new FSA-848 • approve FSA-848A • complete Producer Certification • complete TSP Certification • complete Record and Pay.
	producer will receive payment at a later time	<p>wait for further instructions.</p> <p>Note: Software is being enhanced to allow for multiple rates.</p>

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2 Software Actions (Continued)

B Instructions for FSA-848's Processed in CSS

For FSA-848's that have been or will be processed in CSS, the following actions shall be taken.

IF FSA-848 has...	AND the...	THEN user shall...
been processed or will be created in CSS	CRP-1 has been revised or user is encountering the error message "Contract is not in an approved status to be eligible for C/S application"	<ul style="list-style-type: none"> • access Conservation Contract Maintenance System (CCMS) to verify suffix • in CSS: <ul style="list-style-type: none"> • CLICK "Finalize and Copy" and enter the new suffix • complete and submit FSA-848 with new control number • approve FSA-848A (CLICK "Add" or "Edit" to update acres if farm information has changed) • complete Producer Certification • complete TSP Certification • complete Record and Pay.
	C/S rate has increased	in CSS: <ul style="list-style-type: none"> • create new components with the increased rate in Program Provisioning, if applicable, or modify the existing rate • revise FSA-848A • submit to COC/CED • COC/CED approve • complete Producer Certification • complete TSP Certification • complete Record and Pay.

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2 Software Actions (Continued)

B Instructions for FSA-848's Processed in CSS (Continued)

IF FSA-848 has...	AND the...	THEN user shall...
never been created in CSS	<p>user is encountering either of the following error messages about CCMS when attempting to create new in CSS:</p> <ul style="list-style-type: none"> • “Core Customer ID XXX not Found in SCIMS” • “Producers are not found on original application” 	<ul style="list-style-type: none"> • access CCMS and search for contract • CLICK “View More Details” to identify “unknown” producer information • revise producer option to remove “unknown” as follows: <ul style="list-style-type: none"> • in the “Revised Effective Start Date” field, enter “10/1/2013” or the start date of the prior revision, if that revision occurred after October 1 of FY • in the “Producer Contract Signed Date” field, enter “10/1/2013” or the start date of the prior revision, if that revision occurred after October 1 of FY • finalize revision and enter the current date for COC approval • do not obtain new signature on revised CRP-1, but attach revised CRP-1 to signed CRP-1 • in CSS: <ul style="list-style-type: none"> • create new components and rates in Program Provisioning, if applicable • create new FSA-848 • approve FSA-848A • complete Producer Certification • complete TSP Certification • complete Record and Pay.

Note: For guidance on rate increases, the user should follow 2-CRP, paragraphs 498 and/or 509.

3 Software Access and Training

A Program Provisioning

The Program Provisioning software is available on the FSA Intranet Applications Page at <http://fsaintranet.sc.egov.usda.gov/fsa/applications.asp>.

The Program Provisioning User Guide and training slides are available on the CEPD SharePoint web site at <https://fsa.sc.egov.usda.gov/states/cepd/userguides/default.aspx>.

B CSS

CSS is available on the FSA Intranet Applications Page at <http://fsaintranet.sc.egov.usda.gov/fsa/applications.asp>.

CSS training slides are available on the CEPD SharePoint web site at <https://fsa.sc.egov.usda.gov/states/cepd/userguides/default.aspx>.

The Cost Share User Guide is located on the CEPD State and County Office page at <http://fsaintranet.sc.egov.usda.gov/ffas/dafp/cepdsto.htm> under “10. Cost Share - Program Provision Information”.

C CCMS

CCMS software is available on the FSA Intranet Application page at <http://fsaintranet.sc.egov.usda.gov/fsa/applications.asp>.

CCMS training slides are available on the DAFP training site at <http://fsaintranet.sc.egov.usda.gov/fsa/dafp/training/default.htm>.

4 Contact

A State Offices

For CRES and payment questions, State Offices shall contact Bryan Rogers by either of the following:

- e-mail to bryan.rogers@wdc.usda.gov
- telephone at 843-669-9686, ext. 134.

For Program Provisioning and CSS questions, State Offices shall c2ontact Shanita Landon by either of the following:

- e-mail to shanita.landon@wdc.usda.gov
- telephone at 202-690-1612.

B County Offices

County Offices shall contact the State Office for questions about this notice.