

**For:** State and County Offices

**2015 Conservation Payments**

**Approved by:** Acting Deputy Administrator, Farm Programs



**1 Overview**

**A Background**

According to 2-CRP, subparagraph:

- 462 B, CRP annual rental payments shall be made, when authorized after October 1, for each effective year
- 801 A, retired or retiring owners and operators who qualify under Transition Incentive Program (TIP) may be eligible to receive annual rental payments for up to 2 additional years
- 264 B, emergency forestry CRP (EFCRP) annual payments are scheduled to be issued starting 1 year after the anniversary of the effective date of the contract.

**B Purpose**

This notice:

- advises State and County Offices that Conservation Systems will be shut down the afternoon of September 30, 2015, to perform the annual batch payment process for 2015 TIP, EFCRP, and 1-PL CRP annual rental payments
- advises State and County Offices that Conservation Systems will be shut down again the afternoon of October 8, 2015, to perform the annual batch payment process for 2015 corrected 1-PL CRP annual rental payments, and 4-PL and 5-PL CRP annual rental payments
- provides State and County Offices with the upcoming schedule for payment processing for CRP, TIP, and EFCRP
- reminds State and County Offices that payment reports are accessible through the Common Payment Reports System according to 9-CM.

<b>Disposal Date</b>	<b>Distribution</b>
November 1, 2015	State Offices; State Offices relay to County Offices

## Notice CRP-794

### 2 CRP Schedule

#### A Batch Processing Order of CRP Contracts

For the system to properly determine payment limitation for CRP, 1-PL CRP contracts must be processed first and then 4-PL and 5-PL CRP contracts. To ensure that payments are processed in the correct order and to allow time for County Offices to correct any issues that have reduced or prevented payment on 1-PL CRP contracts before the 4-PL and 5-PL CRP contract batch occurs, there will be 2 separate batch payment processes.

The first batch will begin running the afternoon of September 30, 2015, to process TIP, EFCRP, and 1-PL CRP contracts. 2015 TIP, EFCRP annual rental, and 1-PL CRP annual rental payments will begin to be available for signature on October 2, 2015. NPS will remain open and payments will be available for certification and signature as they are processed.

The second batch will begin running the afternoon of October 8, 2015, to process corrected 1-PL CRP contracts and start processing 4-PL and 5-PL CRP contracts. 2015 annual rental payments for 1-PL and 4-PL and 5-PL CRP contracts will begin to be available for signature on October 9, 2015. NPS will remain open and payments will be available for certification and signature as they are processed.

#### B Conservation Software Schedule

The following is the projected software schedule for CRP, EFCRP, and TIP.

Projected Date	Action
COB September 30, 2015	Shutdown the following conservation applications for annual batch payment processing for TIP, EFCRP, and 1-PL CRP: <ul style="list-style-type: none"><li>• BCAP</li><li>• Conservation Contract Maintenance System</li><li>• Conservation Funds Ledger System (CFLS)</li><li>• Conservation Online System (COLS)</li><li>• Conservation Payments</li><li>• Cost Share Software (CSS)</li><li>• EFCRP</li><li>• GRP.</li></ul>
October 2, 2015	All conservation applications back online after TIP, EFCRP, and 1-PL payment processing is completed.
	TIP payments processed and available in NPS for certification and signature.
	EFCRP payments available in NPS for certification and signature.
	1-PL CRP payments available in NPS for certification and signature.

**Notice CRP-794**

**2 CRP Schedule (Continued)**

**B Conservation Software Schedule (Continued)**

<b>Projected Date</b>	<b>Action</b>
COB October 8, 2015	<p>Shutdown the following conservation applications for annual batch payment processing for corrected 1-PL CRP annual rental payments and 4-PL and 5-PL CRP annual rental payments:</p> <ul style="list-style-type: none"> <li>• BCAP</li> <li>• CFLS</li> <li>• COLS</li> <li>• Conservation Contract Maintenance System</li> <li>• Conservation Payments</li> <li>• CSS</li> <li>• EFCRP</li> <li>• GRP.</li> </ul>
October 9, 2015	<p>As payments process through to NPS, users can begin certification and signature of all payments in NPS.</p> <p>All conservation applications back online after payment processing is completed.</p>

**3 Action**

**A State Office Action**

Ensure that County Offices are aware of the content of this notice.

**B County Office Action**

County Offices shall:

- use the Common Payment Reports, Prepayment Report to resolve any outstanding reduction issues **before** the batch payment run begins **September 30, 2015**
- begin certifying and signing:
  - TIP, EFCRP, and 1-PL CRP payments in NPS on or about **October 2, 2015**
  - 1-PL, 4-PL, and 5-PL CRP payments in NPS on or about **October 9, 2015**
- use the Common Payment Reports, Nonpayment/Reduction Report to resolve issues that prevented or reduced payments after each batch payment run
- use the Conservation Payments, “Make NPS Payment” option after the issue causing the payment failure is corrected, if applicable.