

UNITED STATES DEPARTMENT OF AGRICULTURE

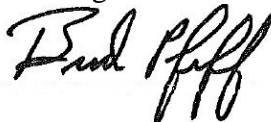
Farm Service Agency
Washington, DC 20250

Notice CRP-800

For: State and County Offices

Offering CP32, Expired Hardwood Tree Planting for General Signup 49

Approved by: Deputy Administrator, Farm Programs



1 Overview

A Background

Beginning in 2004, producers with hardwood trees that expired from CRP before 2002 were permitted, during general signup, to offer the expired tree acres as practice CP32, Expired Hardwood Tree Planting on Marginal Pastureland. The contracts were 10 years in length and the maximum payment rate was limited to the rental rate per acre offered from their original CRP-1, plus maintenance. There are 6,945 acres in 14 States that are scheduled to expire September 30, 2016, currently enrolled as CP32. Practice CP32 is no longer an applicable practice in CRP. Producers have requested to re-enroll the expiring CP32 practice.

On February 23, 2016, the National Office held a conference call to inform State Offices that CRP participants with expiring CP32 contracts were eligible to offer the land as CP3A, Hardwood Tree Planting. State Offices were instructed to have County Offices inform those applicable CRP participants of the opportunity to offer the expiring CP32 practices. Further, State Offices were instructed to place the CRP participants on a register so the offer could be completed after the end of general signup and be considered a timely filed offer.

B Purpose

This notice provides:

- policy on expiring CP32 contracts
- instruction on loading the offers into TERRA and COLS.

Disposal Date	Distribution
September 1, 2016	State Offices; State Offices relay to County Offices, and NRCS Offices

Notice CRP-800

2 Policy

A Practice

CRP participants with expiring contracts with practice CP32, Expired Hardwood Tree Planting on Marginal Pastureland may submit an offer to re-enroll the expiring CP32 for Signup 49 as practice CP3A, Hardwood Tree Planting. Practice CP3A is the only practice authorized for expiring CP32.

B Cost Share

Cost share is not authorized for tree thinning or natural regeneration of native grass vegetation within any open areas. The estimated cost share in COLS should be \$0.

C Maximum Payment Rate

The maximum payment rate is limited to the maximum payment rate of the existing contract for CP32, Expired Hardwood Tree Planting on Marginal Pastureland.

COLS will calculate the maximum payment rate based on the MPLALL rate from SDMS. The MPLALL rate is not the correct rate for these offers which are limited to the existing CRP-1 rental rate per acre. Corrections to the maximum payment rate must be made on the CRP-1 and CRP-2.

The County Office must make pen and ink changes to the CRP-2, Item 20, Maximum Payment Rate. Use the Rental Rate Per Acre (Item 10A) from the existing CRP-1 and pen and ink that amount on the CRP-2, Item 20. Pen and ink the amount from the CRP-2, Item 20 in Item 9 (Rental Rate Per Acre Offered), of the CRP-2. The producer must initial and date in Item 9 and Item 20.

Exception: If the producer wishes to offer below the maximum payment rate to receive EBI N6b points, pen and ink the producers requested lower rental rate per acre offered in CRP-2., Item 9.

Important: The CRP-1, Item 10A must be the same as CRP-2, Item 9. The County Office must pen and ink the rental rate per acre offered from the CRP-2, Item 9 on the CRP-1, Item 10A. The producer shall initial and date the pen and ink change on the CRP-1, Item 10A.

Notice CRP-800

2 Policy (Continued)

D Maximum Payment Rate for Offers with More than 1 Practice

The maximum payment rate is limited to the maximum payment rate of the existing contract for CP32, Expired Hardwood Tree Planting on Marginal Pastureland.

COLS will calculate the maximum payment rate based on the weighted average SRR of the 3 predominant soils of the acreage offered. The MPLALL rate is not the correct rate for the CP32 portion of these offers which are limited to the existing CRP-1 rental rate per acre. Corrections to the maximum payment rate must be made on the CRP-1 and CRP-2.

The County Office must make pen and ink changes to the CRP-2, Item 19, Weighted Average Soil Rental Rate and Item 20, Maximum Payment Rate if more than 1 practice is offered.

If MPLALL is listed as one of the predominant soils the County Office must manually (pen and ink) enter the rental rate of the existing CP32 CRP-1 (Item 10A) in Item 18E and calculate the total rent in Item 18F. Add the entries in column 18F and manually enter the total. The County Office must then divide column 18F by column 18D. Manually enter that amount in CRP-2, Item 19, 20 and 9 form. See the example below.

Example 1:

18. Soil Map Data and Maximum Payment Rate Calculations:						
	A. Physical Location	B. Soil Survey ID No.	C. Map Unit Symbol	D. Acres	E. Soil Rental Rate	F. Total Rent
(1) Primary	19137	IA137	MPLALL	14.48 X	\$ 6	= \$ 955.68
(2) Secondary	19137	IA137	24D2	4.40 X	\$ 235	= \$ 1034.00
(3) Tertiary	19137	IA137	8B	2.48 X	\$ 310	= \$ 768.80
TOTALS				21.36		\$ 2758.48
19. Weighted Average Soil Rental Rate (Col. 18F total divided by Col. 18D total)				20. Maximum Payment Rate (Per Acre)		
\$ 129.14				\$ 129.14		

The producer and the employee making the changes must initial and date in Item 19, 20 and Item 9.

Exception: If the producer wishes to offer below the maximum payment rate to receive EBI N6b points, pen and ink the producers requested lower rental rate per acre offered in Item 9 of the CRP-2.

Important: The CRP-1, Item 10A must be the same as CRP-2, Item 9. The County Office must pen and ink the rental rate per acre offered from the CRP-2, Item 9 on the CRP-1, Item 10A. The producer and the employee making the change shall initial and date the pen and ink change on the CRP-1, Item 10A. No other changes to the CRP-2 are authorized.

Notice CRP-800

2 Policy (Continued)

D Maximum Payment Rate for Offers with More than 1 Practice (Continued)

If MPALL is not listed as one of the Predominant Soils the County Office must manually (pen and ink) enter in the tertiary line the Map Unit Symbol “MPLALL” in Item 18C; the number of “Acres” in item 18D; and in the “Soil Rental Rate” Item 18E rental rate from the existing CP32 CRP-1 (Item 10A). The County Office must calculate the Total Rent for Item 18F and add up the column. Total the acres in column 18D and manually enter the total acres. The County Office must then divide column 18F by column 18D. Manually enter that amount in Items 19, 20 and 9 of the CRP-2. If Item 20 exceeds \$240, enter \$240 in Item 20 and Item 9.

Example 2:

18. Soil Map Data and Maximum Payment Rate Calculations:						
	A. Physical Location	B. Soil Survey ID No.	C. Map Unit Symbol	D. Acres	E. Soil Rental Rate	F. Total Rent
(1) Primary	19137	IA137	9D2	18.33 X	\$ 272	= \$ 4985.76
(2) Secondary	19137	IA137	9C2	16.05 X	\$ 292	= \$ 4686.60
(3) Tertiary	19137	IA137	9D2	18.33 X	\$ 272	= \$ 4985.76
TOTALS				38.78		\$ 10706.36
19. Weighted Average Soil Rental Rate (Col. 18F total divided by Col. 18D total)				20. Maximum Payment Rate (Per Acre)		
\$ 276.08				\$ 240.00		

The producer and the employee making the changes must initial and date in Item 19, 20 and Item 9.

Exception: If the producer wishes to offer below the maximum payment rate to receive EBI N6b points, pen and ink the producers requested lower rental rate per acre offered in Item 9 of the CRP-2.

Important: The CRP-1, Item 10A must be the same as CRP-2, Item 9. The County Office must pen and ink the rental rate per acre offered from the CRP-2, Item 9 on the CRP-1, Item 10A. The producer and the employee making the change shall initial and date the pen and ink change on the CRP-1, Item 10A. No other changes to the CRP-2 are authorized.

E Contract Length

The contract length is 10 years.

3 EBI for CP32, Expired Hardwood Tree Planting on Marginal Pastureland

A Subfactor N1a – Wildlife Habitat Cover Benefits

For CP32, Expired Hardwood Tree Planting on Marginal Pastureland, the cover should be scored under N1a as a CP3A, Hardwood Tree Planting. The assigned point score may be either of the:

- existing or planting solid stand of nonmast producing hardwood species – 10 point, or
- existing or planting solid stand of a single hard mast-producing species – 20 point.

Note: No other point scores for N1a are authorized.

B Subfactor N1b – Wildlife Enhancement

No N1b enhancement points are authorized for CP32, Expired Hardwood Tree Planting on Marginal Pastureland contracts offered as CP3A, Hardwood Tree Planting.

C Subfactor N4 – Enduring Benefits

Practice CP32, Expired Hardwood Tree Planting on Marginal Pastureland offered as CP3A, Hardwood Tree Planting, should be scored at 40 points for N4, Enduring Benefits, as an existing or enhanced stand of hardwood trees, longleaf pine, and/or Atlantic White Cedar (CP3A).

D Factor N6 – Cost

During the offer ranking process and prior to accepted/rejected notification, the National Office will calculate EBI Factor N6 based on the rental rate per acre from the CRP-1, Item 10A.

E Excel Spreadsheet

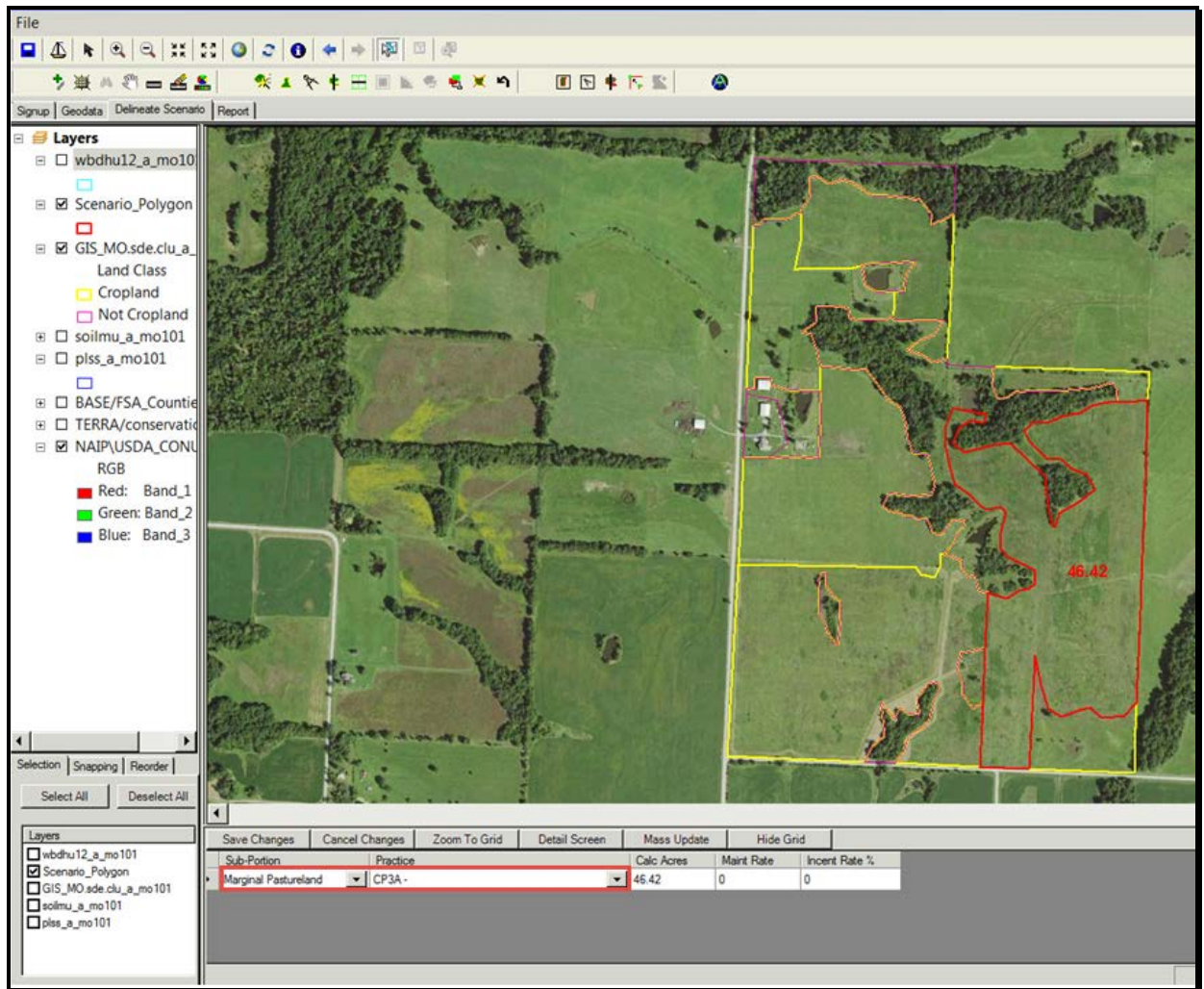
An Excel spreadsheet will be provided to State Offices so all necessary data for EBI ranking is available for each offer that includes existing CP32, Expired Hardwood Tree Planting on Marginal Pastureland offered as CP3A during Signup 49.

4 TERRA and COLS Instructions

A TERRA Instructions for MPLALL Soils Using CP3A Only

To create this scenario in TERRA, the user shall navigate to the Delineate Scenario Screen.

Following is an example of the Delineate Scenario Screen.



The user shall make the following selections.

Field	Entry
Sub-Portion	“Marginal Pastureland”
Practice	“CP3A”

Notice CRP-800

4 TERRA and COLS Instructions (Continued)



B COLS Instructions for MPLALL Soils Using CP3A Only

To upload this scenario and create the offer in COLS, users shall follow instructions in this table.

Step	Action
1	<p>Select the "Upload GIS Data" option.</p>
2	<p>Import the TERRA scenario XML file by clicking "Browse", navigate to file, select file, and CLICK "Process".</p>

4 TERRA and COLS Instructions (Continued)

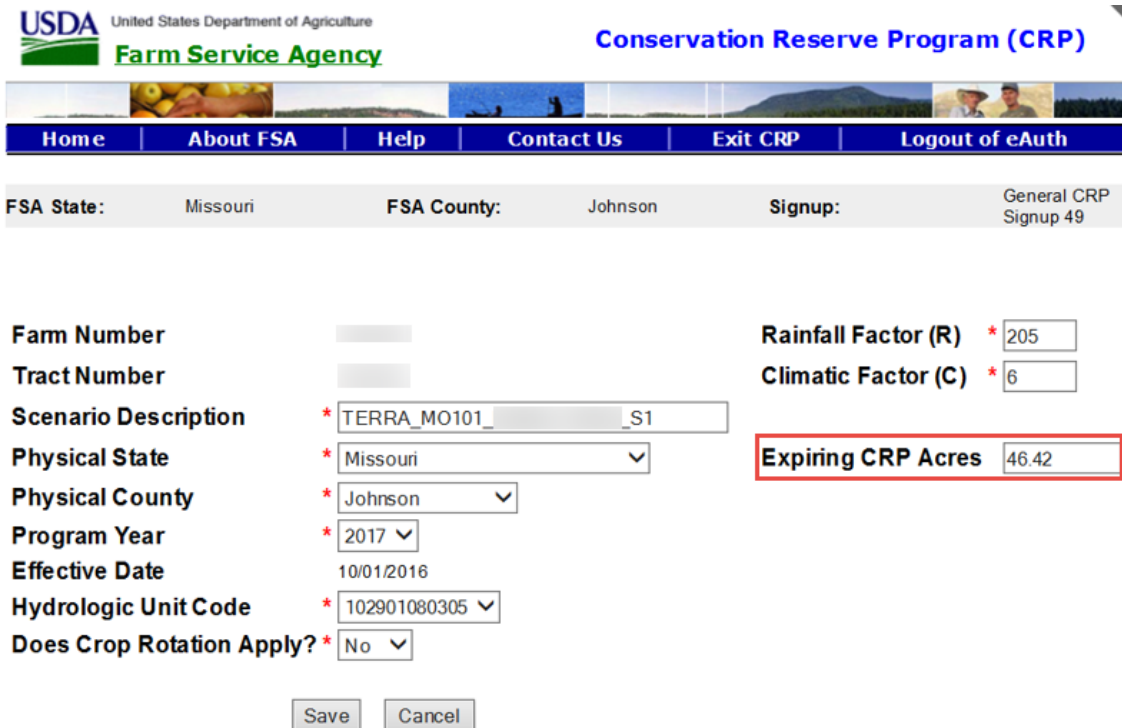
B COLS Instructions for MPLALL Soils Using CP3A Only (Continued)

Step	Action
3	<p>Select “New GIS Offer” to continue.</p> 
4	<p>Select FSA State, FSA County and Signup “General CRP Signup 49” and CLICK “Search”.</p> 

Notice CRP-800

4 TERRA and COLS Instructions (Continued)

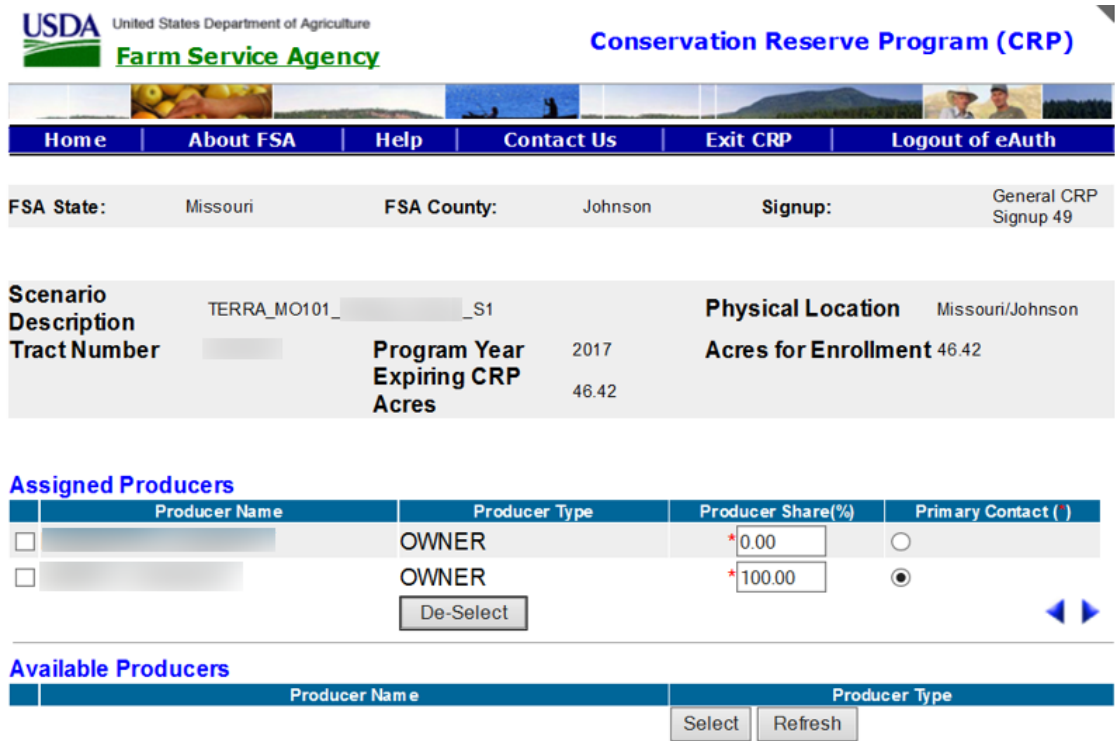
B COLS Instructions for MPLALL Soils Using CP3A Only (Continued)

Step	Action
5	<p>On the Enrollment Information Screen the user will need to enter the number of expiring CP32 acres being offered in the “Expiring CRP Acres” field. CLICK “Add”.</p>  <p>Note: The expiring CRP acres will not come over from TERRA because the user selected “MPL” in the Sub-Portion of the offer.</p>

Notice CRP-800

4 TERRA and COLS Instructions (Continued)

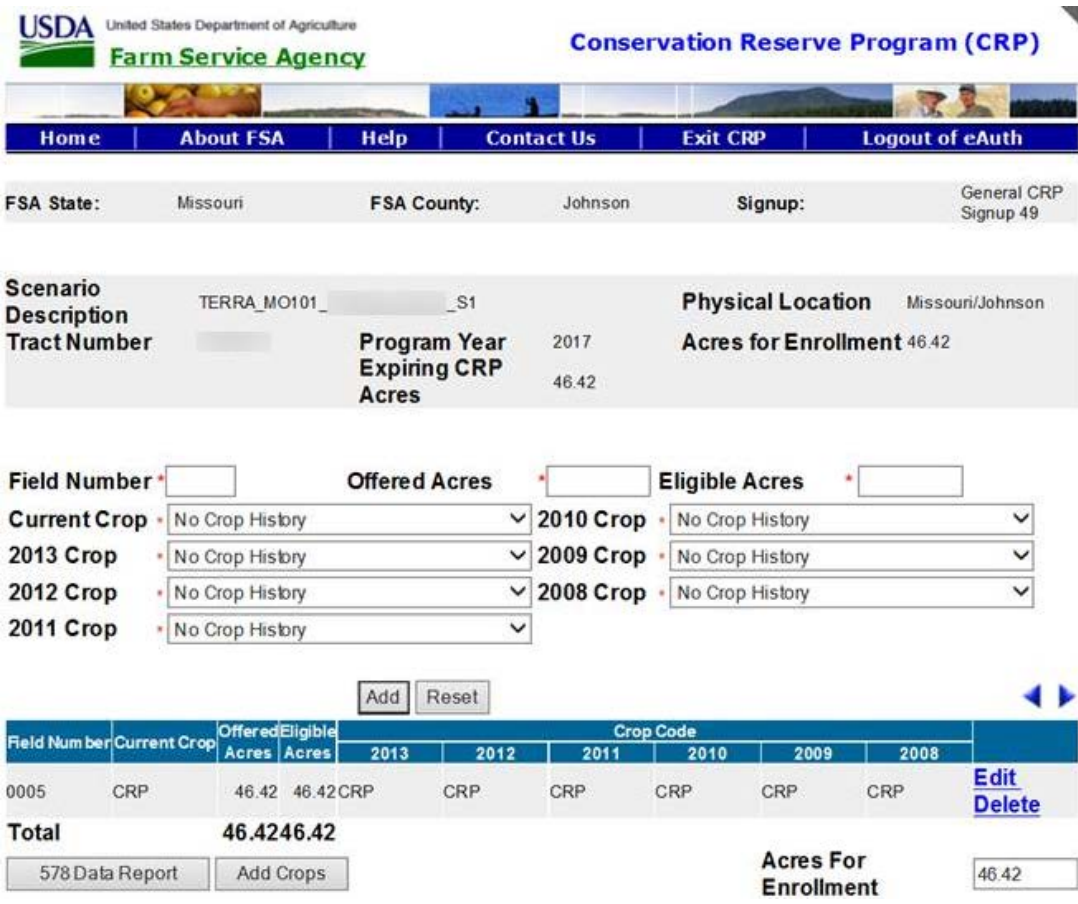
B COLS Instructions for MPLALL Soils Using CP3A Only (Continued)

Step	Action
6	<p>After the user enters the enrollment information the Producer Screen will be displayed. Following is an example of the Producer Screen.</p>  <p>User shall select the producer(s), assign shares, indicate primary contact and click the forward arrow to proceed.</p>

Notice CRP-800

4 TERRA and COLS Instructions (Continued)

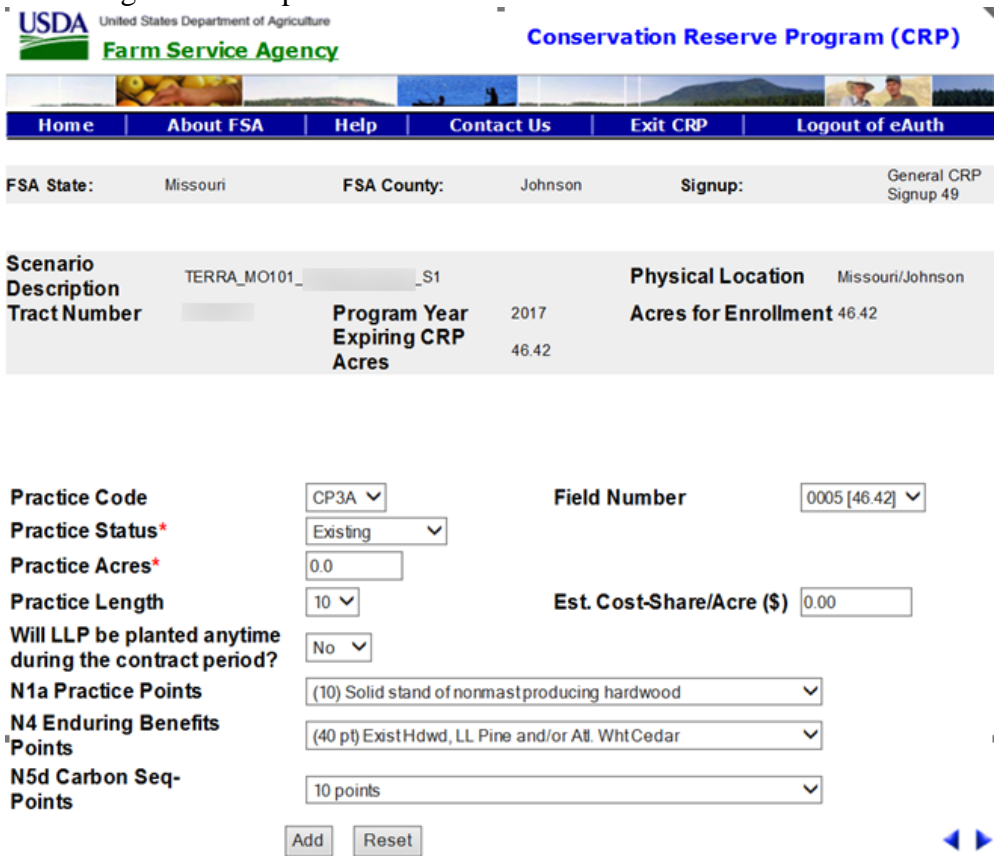
B COLS Instructions for MPLALL Soils Using CP3A Only (Continued)

Step	Action
7	<p>After the user enters the producer information, the Crop History Screen will be displayed.</p> <p>Following is an example of the Crop History Screen.</p>  <p>User shall enter crop history information for the offer and click the forward arrow to proceed.</p>

Notice CRP-800

4 TERRA and COLS Instructions (Continued)

B COLS Instructions for MPLALL Soils Using CP3A Only (Continued)

Step	Action																						
8	<p>After the user enters the crop history information, the Practice Screen will be displayed.</p> <p>Following is an example of the Practice Screen.</p>  <p>The user shall complete the Practice Screen according to the following table, then CLICK "Add".</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;">Field</th><th>Entry</th></tr> </thead> <tbody> <tr> <td>Practice Code</td><td>CP3A</td></tr> <tr> <td>Field Number</td><td>Select the correct field number for the offer</td></tr> <tr> <td>Practice Status</td><td>Existing</td></tr> <tr> <td>Practice Acres</td><td>Enter the applicable acres for the offer</td></tr> <tr> <td>Practice Length</td><td>10</td></tr> <tr> <td>Est. Cost-Share/Acre (\$)</td><td>0.00</td></tr> <tr> <td>Will LLP be planted anytime during the contract period?</td><td>No</td></tr> <tr> <td>N1a Practice Points</td><td>Select the applicable N1a points for the offer: <ul style="list-style-type: none"> (10) Solid stand of nonmast producing hardwood <p style="text-align: center;">OR</p> <ul style="list-style-type: none"> (20) Solid stand of 1 mast-producing hardwood sp. </td></tr> <tr> <td>N4 Enduring Benefits Points</td><td>(40 pt) Exist Hdwd, LL Pine and/or Atl. Wht Cedar</td></tr> <tr> <td>N5d Carbon Seq-Points</td><td>10 points</td></tr> </tbody> </table>	Field	Entry	Practice Code	CP3A	Field Number	Select the correct field number for the offer	Practice Status	Existing	Practice Acres	Enter the applicable acres for the offer	Practice Length	10	Est. Cost-Share/Acre (\$)	0.00	Will LLP be planted anytime during the contract period?	No	N1a Practice Points	Select the applicable N1a points for the offer: <ul style="list-style-type: none"> (10) Solid stand of nonmast producing hardwood <p style="text-align: center;">OR</p> <ul style="list-style-type: none"> (20) Solid stand of 1 mast-producing hardwood sp. 	N4 Enduring Benefits Points	(40 pt) Exist Hdwd, LL Pine and/or Atl. Wht Cedar	N5d Carbon Seq-Points	10 points
Field	Entry																						
Practice Code	CP3A																						
Field Number	Select the correct field number for the offer																						
Practice Status	Existing																						
Practice Acres	Enter the applicable acres for the offer																						
Practice Length	10																						
Est. Cost-Share/Acre (\$)	0.00																						
Will LLP be planted anytime during the contract period?	No																						
N1a Practice Points	Select the applicable N1a points for the offer: <ul style="list-style-type: none"> (10) Solid stand of nonmast producing hardwood <p style="text-align: center;">OR</p> <ul style="list-style-type: none"> (20) Solid stand of 1 mast-producing hardwood sp. 																						
N4 Enduring Benefits Points	(40 pt) Exist Hdwd, LL Pine and/or Atl. Wht Cedar																						
N5d Carbon Seq-Points	10 points																						

Notice CRP-800

4 TERRA and COLS Instructions (Continued)

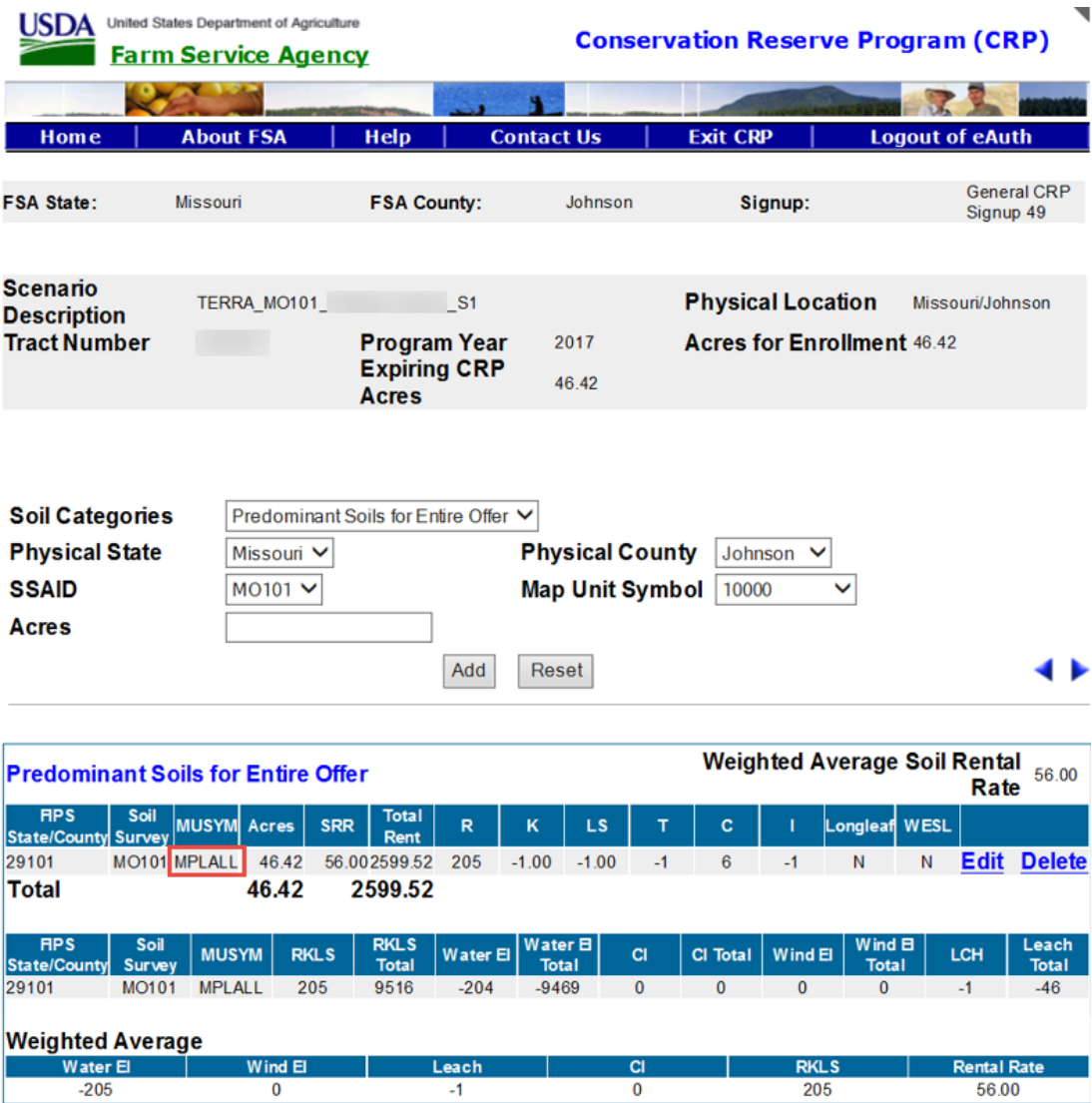
B COLS Instructions for MPLALL Soils Using CP3A Only (Continued)

Step	Action																																																																
9	<p>After all practices have been added, N1B Wildlife Enhancement Score of (0 pt) None-NONE will default, leave N1B as zero, the weighted average points will be calculated, click the forward arrow to proceed.</p> <p>Message: 1) AFTER ALL PRACTICES HAVE BEEN ADDED THEN SELECT N1b FACTORS THAT APPLY FOR THE ENTIRE OFFER. 2) For Multiple Factors, Hold Control Key and Click all that apply.</p> <div style="display: flex; justify-content: space-between; align-items: flex-start;"> <div style="width: 45%;"> <p>N1B Wildlife Enhancement Score</p> <p>Expiring CRP acres to be planted to Longleaf pine</p> </div> <div style="width: 45%;"> <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> (0 pt) None-NONE (20 pt) Convert 51% of Mono. stands to MixNS-C (20pt) Pollinator habitat CP 42 Min. 10% offer acre-P (5 pt) Annual or permanent Food Plot-F </div> <div style="border: 1px solid black; padding: 5px; width: 100px;">0.00</div> </div> </div> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr style="background-color: #0070C0; color: white;"> <th>Field Number</th> <th>Practice Code</th> <th>Practice Status</th> <th>Practice Acres</th> <th>Associated CP12 Acres</th> <th>Calculated Est. Cost-Share (\$)</th> <th>Practice Length</th> <th>Longleaf Pine Indicator</th> <th>N1a Score</th> <th>N1a Total</th> <th>N4 Score</th> <th>N4 Total</th> <th>N5d Score</th> <th>N5d Total</th> <th>Pivot Corners</th> <th></th> </tr> </thead> <tbody> <tr> <td>0005</td> <td>CP3A</td> <td>Existing</td> <td>46.42</td> <td>0.00</td> <td>0.00</td> <td>10</td> <td>N</td> <td>10</td> <td>464</td> <td>40</td> <td>1857</td> <td>10</td> <td>464</td> <td></td> <td style="text-align: right;">Edit Delete</td> </tr> <tr style="font-weight: bold;"> <td colspan="3">Total</td> <td>46.42</td> <td>0.00</td> <td></td> <td></td> <td></td> <td></td> <td>464</td> <td></td> <td>1857</td> <td></td> <td>464</td> <td></td> <td></td> </tr> <tr style="font-weight: bold;"> <td colspan="2">Contract Ends</td> <td colspan="2">(09/30/2026)</td> <td colspan="4">Weighted Average Points</td> <td></td> <td>10</td> <td></td> <td>40</td> <td></td> <td>10</td> <td></td> <td></td> </tr> </tbody> </table>	Field Number	Practice Code	Practice Status	Practice Acres	Associated CP12 Acres	Calculated Est. Cost-Share (\$)	Practice Length	Longleaf Pine Indicator	N1a Score	N1a Total	N4 Score	N4 Total	N5d Score	N5d Total	Pivot Corners		0005	CP3A	Existing	46.42	0.00	0.00	10	N	10	464	40	1857	10	464		Edit Delete	Total			46.42	0.00					464		1857		464			Contract Ends		(09/30/2026)		Weighted Average Points					10		40		10		
Field Number	Practice Code	Practice Status	Practice Acres	Associated CP12 Acres	Calculated Est. Cost-Share (\$)	Practice Length	Longleaf Pine Indicator	N1a Score	N1a Total	N4 Score	N4 Total	N5d Score	N5d Total	Pivot Corners																																																			
0005	CP3A	Existing	46.42	0.00	0.00	10	N	10	464	40	1857	10	464		Edit Delete																																																		
Total			46.42	0.00					464		1857		464																																																				
Contract Ends		(09/30/2026)		Weighted Average Points					10		40		10																																																				

Notice CRP-800

4 TERRA and COLS Instructions (Continued)

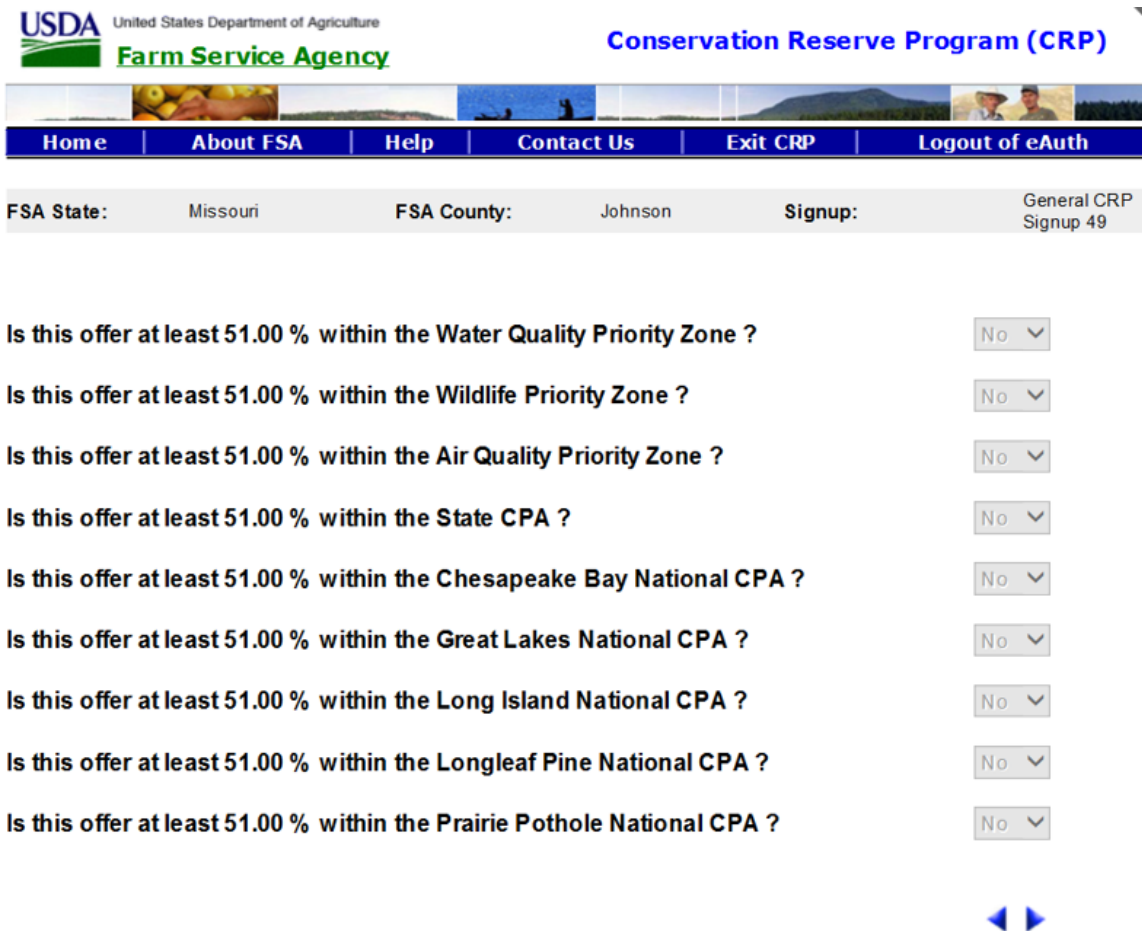
B COLS Instructions for MPLALL Soils Using CP3A Only (Continued)

Step	Action
10	<p>After the user adds the practice information, the Soils Screen will be displayed.</p> <p>Following is an example of the Soils Screen.</p>  <p>No updates are required as this data is prepopulated by the TERRA file. Click the forward arrow to proceed.</p>

Notice CRP-800

4 TERRA and COLS Instructions (Continued)


B COLS Instructions for MPLALL Soils Using CP3A Only (Continued)

Step	Action
11	<p>After the Soils Screen, the Zone and CPA Information Screen will be displayed.</p> <p>Following is an example of the Zone and CPA Information Screen.</p>  <p>No updates are required as this data is prepopulated by the TERRA file. Click the forward arrow to proceed.</p>

Notice CRP-800

4 TERRA and COLS Instructions (Continued)

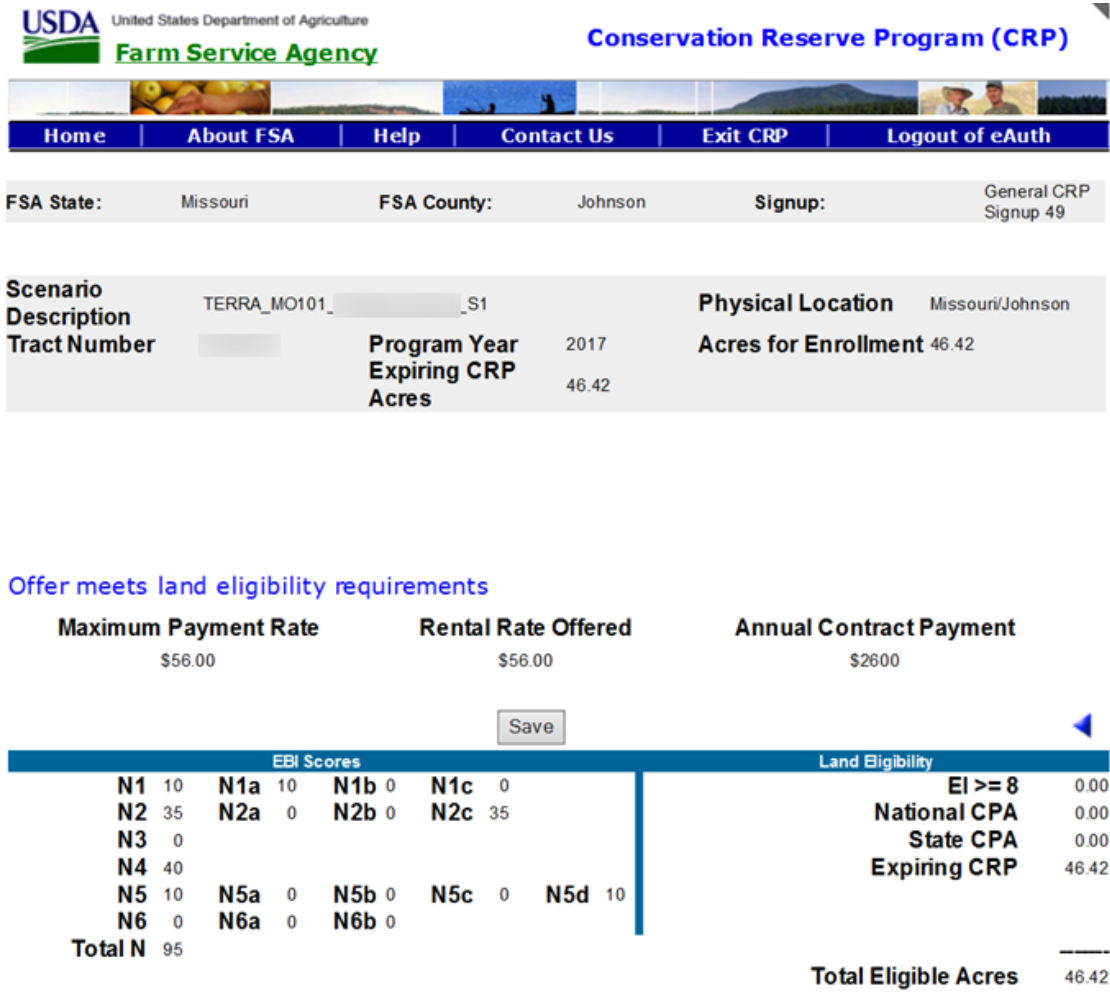
B COLS Instructions for MPLALL Soils Using CP3A Only (Continued)

Step	Action
12	<p>After the Zone and CPA Information Screen, the Maximum Payment Rate Screen will be displayed.</p> <p>Following is an example of the Maximum Payment Rate Screen.</p>  <p>Important: The user will enter the maximum payment rate as the rental rate offered. CLICK "Calculate".</p>

Notice CRP-800

4 TERRA and COLS Instructions (Continued)

B COLS Instructions for MPLALL Soils Using CP3A Only (Continued)

Step	Action																																																																														
13	<p>After the user clicks “Calculate”, the land eligibility portion of the screen will be displayed.</p>  <p>The screenshot displays the USDA Farm Service Agency Conservation Reserve Program (CRP) interface. At the top, the USDA logo and 'Farm Service Agency' are visible. The navigation bar includes links for Home, About FSA, Help, Contact Us, Exit CRP, and Logout of eAuth. Below the navigation bar, the FSA State is set to Missouri and the FSA County is Johnson. The Signup is General CRP Signup 49. The Scenario Description is TERRA_MO101_S1, and the Physical Location is Missouri/Johnson. The Tract Number is blank, the Program Year is 2017, and the Acres for Enrollment is 46.42. The offer meets land eligibility requirements. The Maximum Payment Rate is \$56.00, the Rental Rate Offered is \$56.00, and the Annual Contract Payment is \$2600. A 'Save' button is present. The EBI Scores table shows scores for N1 through N6, with a total of 95. The Land Eligibility table shows scores for EI, National CPA, State CPA, and Expiring CRP, with a total of 46.42 acres eligible.</p> <table border="1"> <thead> <tr> <th colspan="6">EBI Scores</th> <th colspan="2">Land Eligibility</th> </tr> </thead> <tbody> <tr> <td>N1</td> <td>10</td> <td>N1a</td> <td>10</td> <td>N1b</td> <td>0</td> <td>N1c</td> <td>0</td> <td>EI >= 8</td> <td>0.00</td> </tr> <tr> <td>N2</td> <td>35</td> <td>N2a</td> <td>0</td> <td>N2b</td> <td>0</td> <td>N2c</td> <td>35</td> <td>National CPA</td> <td>0.00</td> </tr> <tr> <td>N3</td> <td>0</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>State CPA</td> <td>0.00</td> </tr> <tr> <td>N4</td> <td>40</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Expiring CRP</td> <td>46.42</td> </tr> <tr> <td>N5</td> <td>10</td> <td>N5a</td> <td>0</td> <td>N5b</td> <td>0</td> <td>N5c</td> <td>0</td> <td></td> <td></td> </tr> <tr> <td>N6</td> <td>0</td> <td>N6a</td> <td>0</td> <td>N6b</td> <td>0</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Total N</td> <td>95</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Total Eligible Acres</td> <td>46.42</td> </tr> </tbody> </table> <p>CLICK “SAVE”.</p>	EBI Scores						Land Eligibility		N1	10	N1a	10	N1b	0	N1c	0	EI >= 8	0.00	N2	35	N2a	0	N2b	0	N2c	35	National CPA	0.00	N3	0							State CPA	0.00	N4	40							Expiring CRP	46.42	N5	10	N5a	0	N5b	0	N5c	0			N6	0	N6a	0	N6b	0					Total N	95							Total Eligible Acres	46.42
EBI Scores						Land Eligibility																																																																									
N1	10	N1a	10	N1b	0	N1c	0	EI >= 8	0.00																																																																						
N2	35	N2a	0	N2b	0	N2c	35	National CPA	0.00																																																																						
N3	0							State CPA	0.00																																																																						
N4	40							Expiring CRP	46.42																																																																						
N5	10	N5a	0	N5b	0	N5c	0																																																																								
N6	0	N6a	0	N6b	0																																																																										
Total N	95							Total Eligible Acres	46.42																																																																						

Notice CRP-800

4 TERRA and COLS Instructions (Continued)

B COLS Instructions for MPLALL Soils Using CP3A Only (Continued)

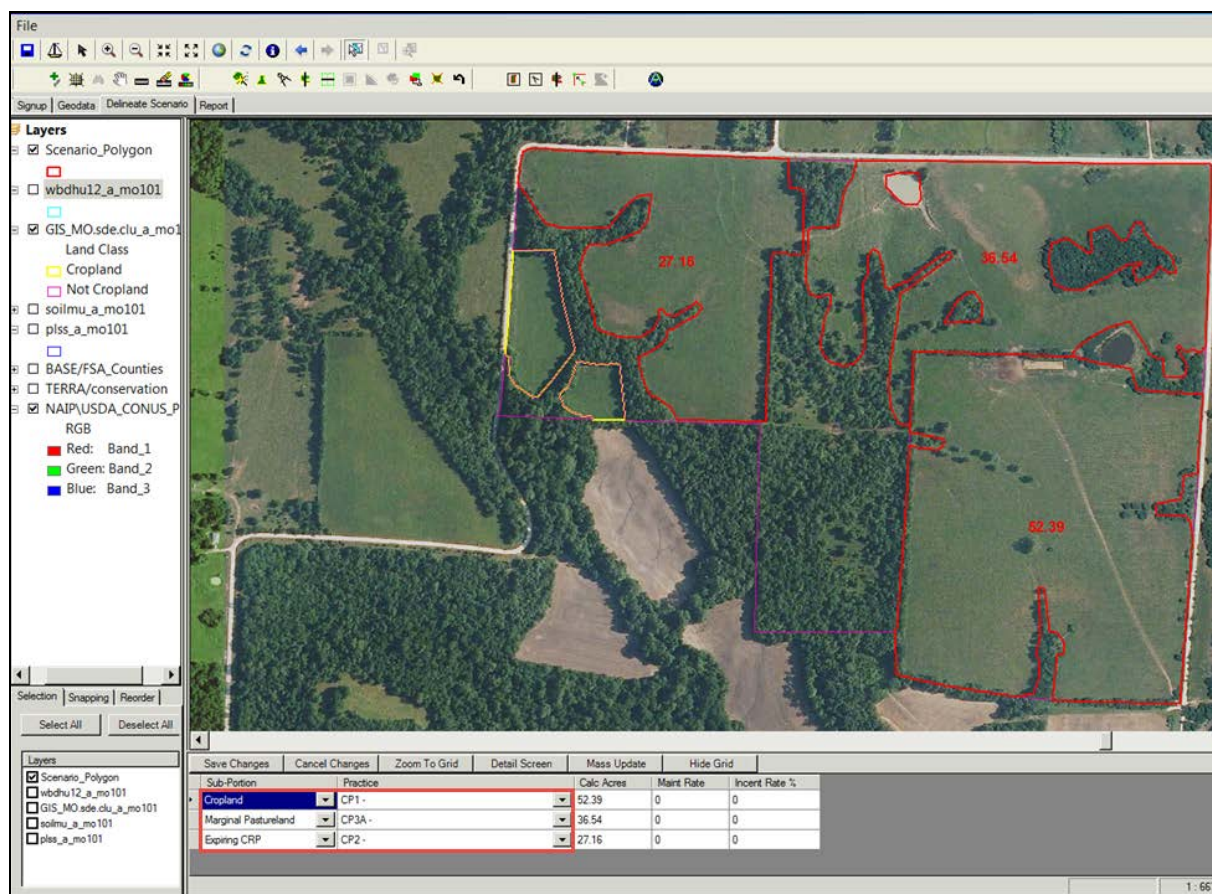
Step	Action
14	<p>After clicking save the Submit Offer Screen will be displayed.</p> <p>Following is an example of the Submit Offer Screen.</p>  <p>The user shall answer the questions, enter the date the participant delivers offer and CLICK “Submit”.</p>

4 TERRA and COLS Instructions (Continued)

C TERRA Instructions for Multiple Practices including CP3A

To create this scenario in TERRA, the user shall navigate to the Delineate Scenario Screen.

Following is an example of the Delineate Scenario Screen.




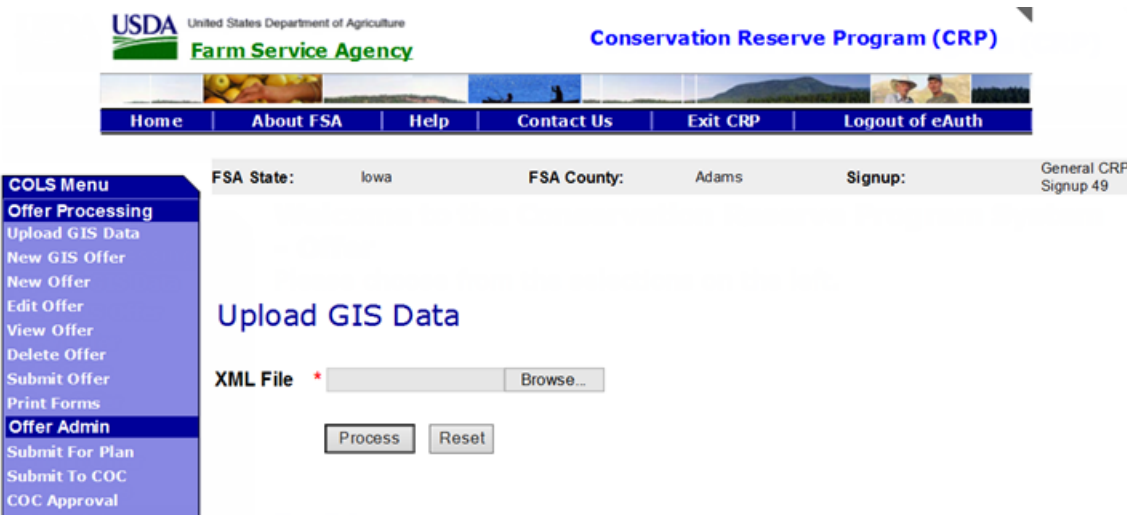
The user shall make the following selections.

Practice	Sub-Portion Entry
CP1	Cropland
CP3A	Marginal Pastureland
CP2	Expiring CRP

4 TERRA and COLS Instructions (Continued)



D COLS Instructions for Multiple Practices including CP3A (Continued)

To upload this scenario and create the offer in COLS, users shall follow instructions in this table.

Step	Action
1	<p>Select the "Upload GIS Data" option.</p> 
2	<p>Import the TERRA scenario XML file by clicking "Browse", navigate to file, select file, and CLICK "Process".</p> 

4 TERRA and COLS Instructions (Continued)

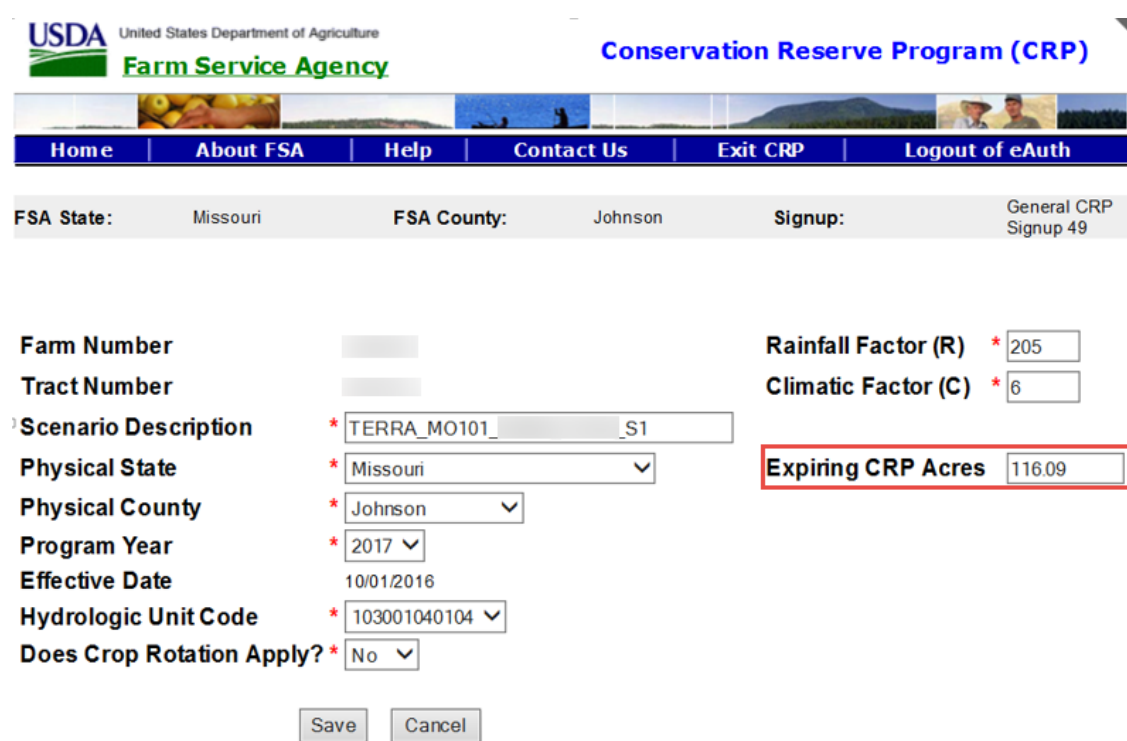
D COLS Instructions for Multiple Practices including CP3A (Continued)

Step	Action
3	<p>Select “New GIS Offer” to continue.</p> 
4	<p>Select FSA State, FSA County and Signup “General CRP Signup 49” and CLICK “Search”.</p> 

Notice CRP-800

4 TERRA and COLS Instructions (Continued)

D COLS Instructions for Multiple Practices including CP3A (Continued)

Step	Action
5	<p>On the Enrollment Information Screen the user will need to add the number of expiring CP32 acres being offered to the “Expiring CRP Acres” field. CLICK “Add”.</p>  <p>Note: The expiring CP3A acres will not come over from TERRA because the user selected “MPL” in the sub-portion of the offer.</p>

4 TERRA and COLS Instructions (Continued)

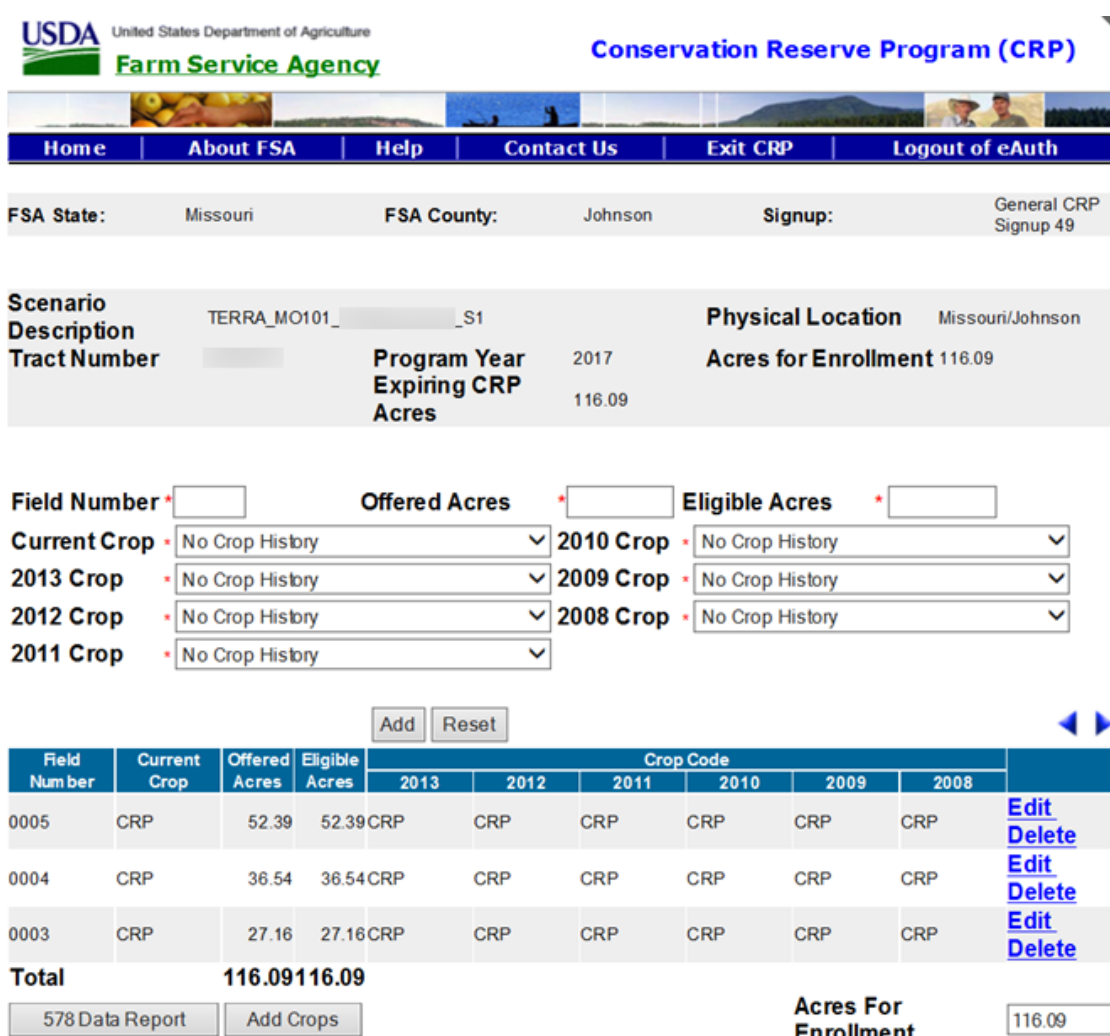
D COLS Instructions for Multiple Practices including CP3A (Continued)

Step	Action																																																	
6	<p>After the user enters the enrollment information the Producer Screen will be displayed. Following is an example of the Producer Screen.</p> <p>Assigned Producers</p> <table border="1"> <thead> <tr> <th></th> <th>Producer Name</th> <th>Producer Type</th> <th>Producer Share(%)</th> <th>Primary Contact ()</th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/></td> <td>[redacted]</td> <td>OWNER</td> <td>*0.00</td> <td><input type="radio"/></td> </tr> <tr> <td><input type="checkbox"/></td> <td>[redacted]</td> <td>OTHER PRODUCER</td> <td>*0.00</td> <td><input type="radio"/></td> </tr> <tr> <td><input type="checkbox"/></td> <td>[redacted]</td> <td>OTHER PRODUCER</td> <td>*0.00</td> <td><input type="radio"/></td> </tr> <tr> <td><input type="checkbox"/></td> <td>[redacted]</td> <td>OTHER PRODUCER</td> <td>*0.00</td> <td><input type="radio"/></td> </tr> <tr> <td><input type="checkbox"/></td> <td>[redacted]</td> <td>OTHER PRODUCER</td> <td>*0.00</td> <td><input type="radio"/></td> </tr> <tr> <td><input type="checkbox"/></td> <td>[redacted]</td> <td>OTHER PRODUCER</td> <td>*0.00</td> <td><input type="radio"/></td> </tr> <tr> <td><input type="checkbox"/></td> <td>[redacted]</td> <td>OTHER PRODUCER</td> <td>*0.00</td> <td><input type="radio"/></td> </tr> <tr> <td><input type="checkbox"/></td> <td>[redacted]</td> <td>OWNER</td> <td>*100.00</td> <td><input checked="" type="radio"/></td> </tr> </tbody> </table> <p>De-Select</p> <p>Available Producers</p> <table border="1"> <thead> <tr> <th>Producer Name</th> <th>Producer Type</th> </tr> </thead> <tbody> <tr> <td>[redacted]</td> <td>[redacted]</td> </tr> </tbody> </table> <p>Select Refresh</p> <p>The user shall select the producer(s), assign shares, indicate primary contact and click the forward arrow to proceed.</p>		Producer Name	Producer Type	Producer Share(%)	Primary Contact ()	<input type="checkbox"/>	[redacted]	OWNER	*0.00	<input type="radio"/>	<input type="checkbox"/>	[redacted]	OTHER PRODUCER	*0.00	<input type="radio"/>	<input type="checkbox"/>	[redacted]	OTHER PRODUCER	*0.00	<input type="radio"/>	<input type="checkbox"/>	[redacted]	OTHER PRODUCER	*0.00	<input type="radio"/>	<input type="checkbox"/>	[redacted]	OTHER PRODUCER	*0.00	<input type="radio"/>	<input type="checkbox"/>	[redacted]	OTHER PRODUCER	*0.00	<input type="radio"/>	<input type="checkbox"/>	[redacted]	OTHER PRODUCER	*0.00	<input type="radio"/>	<input type="checkbox"/>	[redacted]	OWNER	*100.00	<input checked="" type="radio"/>	Producer Name	Producer Type	[redacted]	[redacted]
	Producer Name	Producer Type	Producer Share(%)	Primary Contact ()																																														
<input type="checkbox"/>	[redacted]	OWNER	*0.00	<input type="radio"/>																																														
<input type="checkbox"/>	[redacted]	OTHER PRODUCER	*0.00	<input type="radio"/>																																														
<input type="checkbox"/>	[redacted]	OTHER PRODUCER	*0.00	<input type="radio"/>																																														
<input type="checkbox"/>	[redacted]	OTHER PRODUCER	*0.00	<input type="radio"/>																																														
<input type="checkbox"/>	[redacted]	OTHER PRODUCER	*0.00	<input type="radio"/>																																														
<input type="checkbox"/>	[redacted]	OTHER PRODUCER	*0.00	<input type="radio"/>																																														
<input type="checkbox"/>	[redacted]	OTHER PRODUCER	*0.00	<input type="radio"/>																																														
<input type="checkbox"/>	[redacted]	OWNER	*100.00	<input checked="" type="radio"/>																																														
Producer Name	Producer Type																																																	
[redacted]	[redacted]																																																	

Notice CRP-800

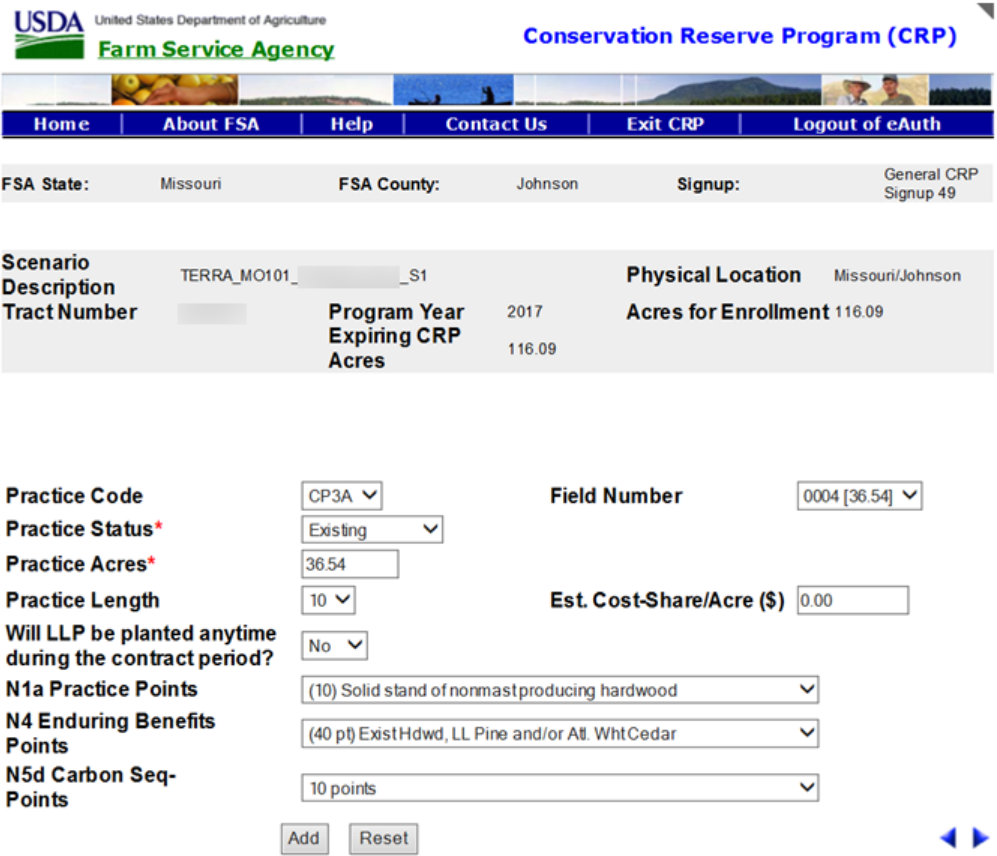
4 TERRA and COLS Instructions (Continued)

D COLS Instructions for Multiple Practices including CP3A (Continued)

Step	Action
7	<p>After the user enters the producer information the Crop History Screen will be displayed.</p> <p>Following is an example of the Crop History Screen.</p>  <p>The user shall enter crop history information for the offer and click the forward arrow to proceed.</p>

4 TERRA and COLS Instructions (Continued)

D COLS Instructions for Multiple Practices including CP3A (Continued)

Step	Action																						
8	<p>After the user enters the Crop History Information, the Practice Screen will be displayed.</p> <p>Following is an example of the Practice Screen.</p>  <p>The user shall load all practices for the acreage offered. The user shall complete the Practice Screen for CP3A practice according to the following table, then CLICK “Add”.</p> <table border="1"> <thead> <tr> <th>Field</th><th>Entry</th></tr> </thead> <tbody> <tr> <td>Practice Code</td><td>CP3A</td></tr> <tr> <td>Field Number</td><td>Select the correct field number for the offer</td></tr> <tr> <td>Practice Status</td><td>Existing</td></tr> <tr> <td>Practice Acres</td><td>Enter the applicable acres for the offer</td></tr> <tr> <td>Practice Length</td><td>10</td></tr> <tr> <td>Est. Cost-Share/Acre (\$)</td><td>0.00</td></tr> <tr> <td>Will LLP be planted anytime during the contract period?</td><td>No</td></tr> <tr> <td>N1a Practice Points</td><td>Select the applicable N1a points for the offer: <ul style="list-style-type: none"> (10) Solid stand of nonmast producing hardwood OR <ul style="list-style-type: none"> (20) Solid stand of 1 mast-producing hardwood sp. </td></tr> <tr> <td>N4 Enduring Benefits Points</td><td>(40 pt) Exist Hdwd, LL Pine and/or Atl. Wht Cedar</td></tr> <tr> <td>N5d Carbon Seq-Points</td><td>10 points</td></tr> </tbody> </table>	Field	Entry	Practice Code	CP3A	Field Number	Select the correct field number for the offer	Practice Status	Existing	Practice Acres	Enter the applicable acres for the offer	Practice Length	10	Est. Cost-Share/Acre (\$)	0.00	Will LLP be planted anytime during the contract period?	No	N1a Practice Points	Select the applicable N1a points for the offer: <ul style="list-style-type: none"> (10) Solid stand of nonmast producing hardwood OR <ul style="list-style-type: none"> (20) Solid stand of 1 mast-producing hardwood sp. 	N4 Enduring Benefits Points	(40 pt) Exist Hdwd, LL Pine and/or Atl. Wht Cedar	N5d Carbon Seq-Points	10 points
Field	Entry																						
Practice Code	CP3A																						
Field Number	Select the correct field number for the offer																						
Practice Status	Existing																						
Practice Acres	Enter the applicable acres for the offer																						
Practice Length	10																						
Est. Cost-Share/Acre (\$)	0.00																						
Will LLP be planted anytime during the contract period?	No																						
N1a Practice Points	Select the applicable N1a points for the offer: <ul style="list-style-type: none"> (10) Solid stand of nonmast producing hardwood OR <ul style="list-style-type: none"> (20) Solid stand of 1 mast-producing hardwood sp. 																						
N4 Enduring Benefits Points	(40 pt) Exist Hdwd, LL Pine and/or Atl. Wht Cedar																						
N5d Carbon Seq-Points	10 points																						

Notice CRP-800

4 TERRA and COLS Instructions (Continued)

D COLS Instructions for Multiple Practices including CP3A (Continued)

Step	Action																																																																																																
9	<p>After all practices have been added, N1B Wildlife Enhancement Score of (0 pt) None-NONE will default, leave N1B as zero for CP3A. The weighted average points will be calculated if enhancements are selected for practices other than CP3A, click the forward arrow to proceed.</p> <p>Message: 1) AFTER ALL PRACTICES HAVE BEEN ADDED THEN SELECT N1b FACTORS THAT APPLY FOR THE ENTIRE OFFER. 2) For Multiple Factors, Hold Control Key and Click all that apply.</p> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p>(0 pt) None-NONE (20 pt) Convert 51% of Mono. stands to Mix NS-C (20pt) Pollinator habitat CP 42 Min. 10% offer acre-P (5 pt) Annual or permanent Food Plot-F</p> </div> <p>N1B Wildlife Enhancement Score</p> <p>Expiring CRP acres to be planted to Longleaf pine <input type="text" value="0.00"/></p> <table border="1"> <thead> <tr> <th>Field Number</th><th>Practice Code</th><th>Practice Status</th><th>Practice Acres</th><th>Associated CP12 Acres</th><th>Calculated Est. Cost-Share (\$)</th><th>Practice Length</th><th>Longleaf Pine Indicator</th><th>N1a Score</th><th>N1a Total</th><th>N4 Score</th><th>N4 Total</th><th>N5d Score</th><th>N5d Total</th><th>Pivot Corners</th><th></th></tr> </thead> <tbody> <tr> <td>0005</td><td>CP1</td><td>Existing</td><td>52.39</td><td>0.00</td><td>0.00</td><td>10</td><td>N</td><td>10</td><td>524</td><td>0</td><td>0</td><td>3</td><td>157</td><td></td><td>Edit Delete</td></tr> <tr> <td>0004</td><td>CP3A</td><td>Existing</td><td>36.54</td><td>0.00</td><td>0.00</td><td>10</td><td>N</td><td>10</td><td>365</td><td>40</td><td>1462</td><td>10</td><td>365</td><td></td><td>Edit Delete</td></tr> <tr> <td>0003</td><td>CP2</td><td>Existing</td><td>27.16</td><td>0.00</td><td>0.00</td><td>10</td><td>N</td><td>20</td><td>543</td><td>0</td><td>0</td><td>3</td><td>81</td><td></td><td>Edit Delete</td></tr> <tr> <td colspan="3">Total</td><td>116.09</td><td>0.00</td><td></td><td></td><td></td><td></td><td>1432</td><td></td><td>1462</td><td></td><td>603</td><td></td><td></td></tr> <tr> <td colspan="4">Contract Ends (09/30/2026)</td><td colspan="4">Weighted Average Points</td><td></td><td>12</td><td></td><td>13</td><td></td><td>5</td><td></td><td></td></tr> </tbody> </table>	Field Number	Practice Code	Practice Status	Practice Acres	Associated CP12 Acres	Calculated Est. Cost-Share (\$)	Practice Length	Longleaf Pine Indicator	N1a Score	N1a Total	N4 Score	N4 Total	N5d Score	N5d Total	Pivot Corners		0005	CP1	Existing	52.39	0.00	0.00	10	N	10	524	0	0	3	157		Edit Delete	0004	CP3A	Existing	36.54	0.00	0.00	10	N	10	365	40	1462	10	365		Edit Delete	0003	CP2	Existing	27.16	0.00	0.00	10	N	20	543	0	0	3	81		Edit Delete	Total			116.09	0.00					1432		1462		603			Contract Ends (09/30/2026)				Weighted Average Points					12		13		5		
Field Number	Practice Code	Practice Status	Practice Acres	Associated CP12 Acres	Calculated Est. Cost-Share (\$)	Practice Length	Longleaf Pine Indicator	N1a Score	N1a Total	N4 Score	N4 Total	N5d Score	N5d Total	Pivot Corners																																																																																			
0005	CP1	Existing	52.39	0.00	0.00	10	N	10	524	0	0	3	157		Edit Delete																																																																																		
0004	CP3A	Existing	36.54	0.00	0.00	10	N	10	365	40	1462	10	365		Edit Delete																																																																																		
0003	CP2	Existing	27.16	0.00	0.00	10	N	20	543	0	0	3	81		Edit Delete																																																																																		
Total			116.09	0.00					1432		1462		603																																																																																				
Contract Ends (09/30/2026)				Weighted Average Points					12		13		5																																																																																				

Notice CRP-800

4 TERRA and COLS Instructions (Continued)

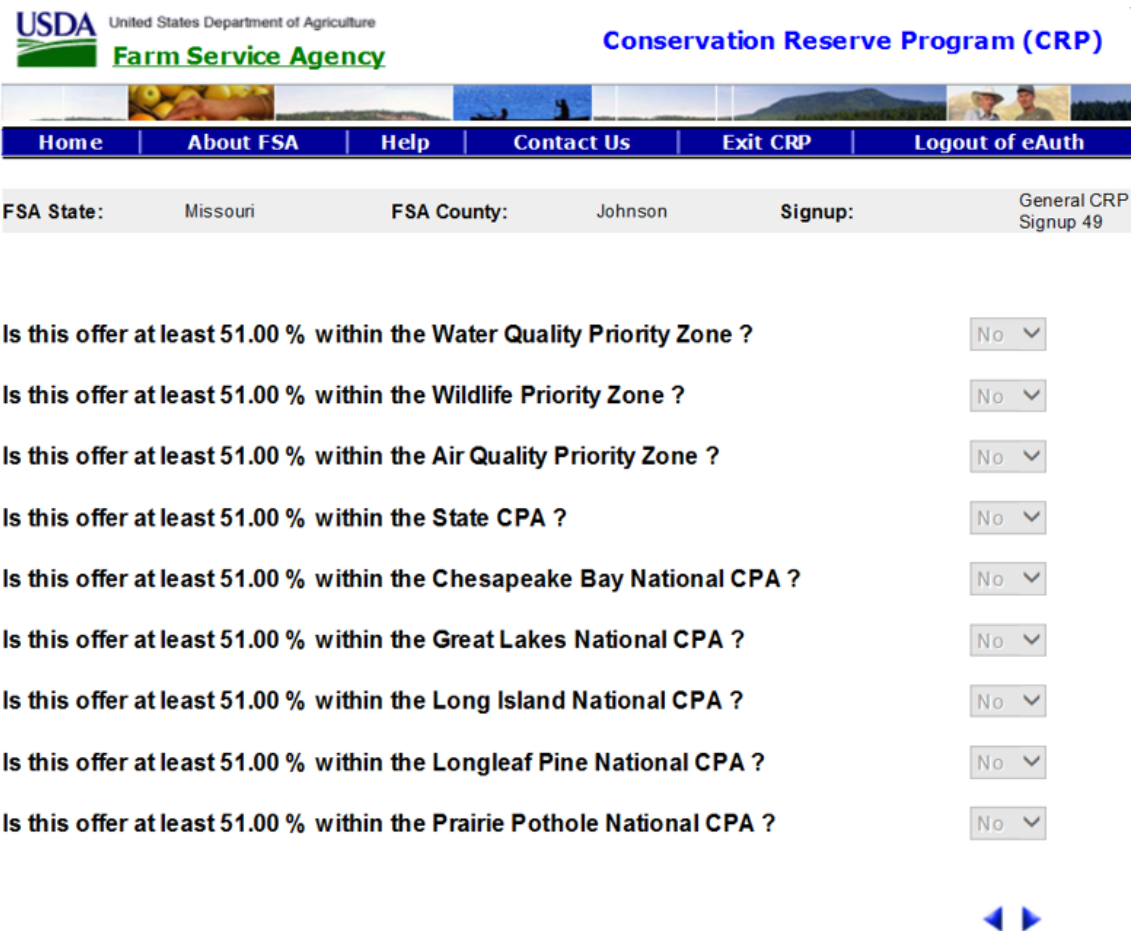
D COLS Instructions for Multiple Practices including CP3A (Continued)

Step	Action
10	<p>After the user adds the practice information, the Soils Screen will be displayed.</p> <p>Following is an example of the Soils Screen.</p> <p>No updates are required as this data is prepopulated by the TERRA file. Click the forward arrow to proceed.</p>

Notice CRP-800

4 TERRA and COLS Instructions (Continued)


D COLS Instructions for Multiple Practices including CP3A (Continued)

Step	Action
11	<p>After the Soils Screen, the Zone and CPA Information Screen will be displayed.</p> <p>Following is an example of the Zone and CPA Information Screen.</p>  <p>No updates are required as this data is prepopulated by the TERRA file. Click the forward arrow to proceed.</p>

Notice CRP-800

4 TERRA and COLS Instructions (Continued)

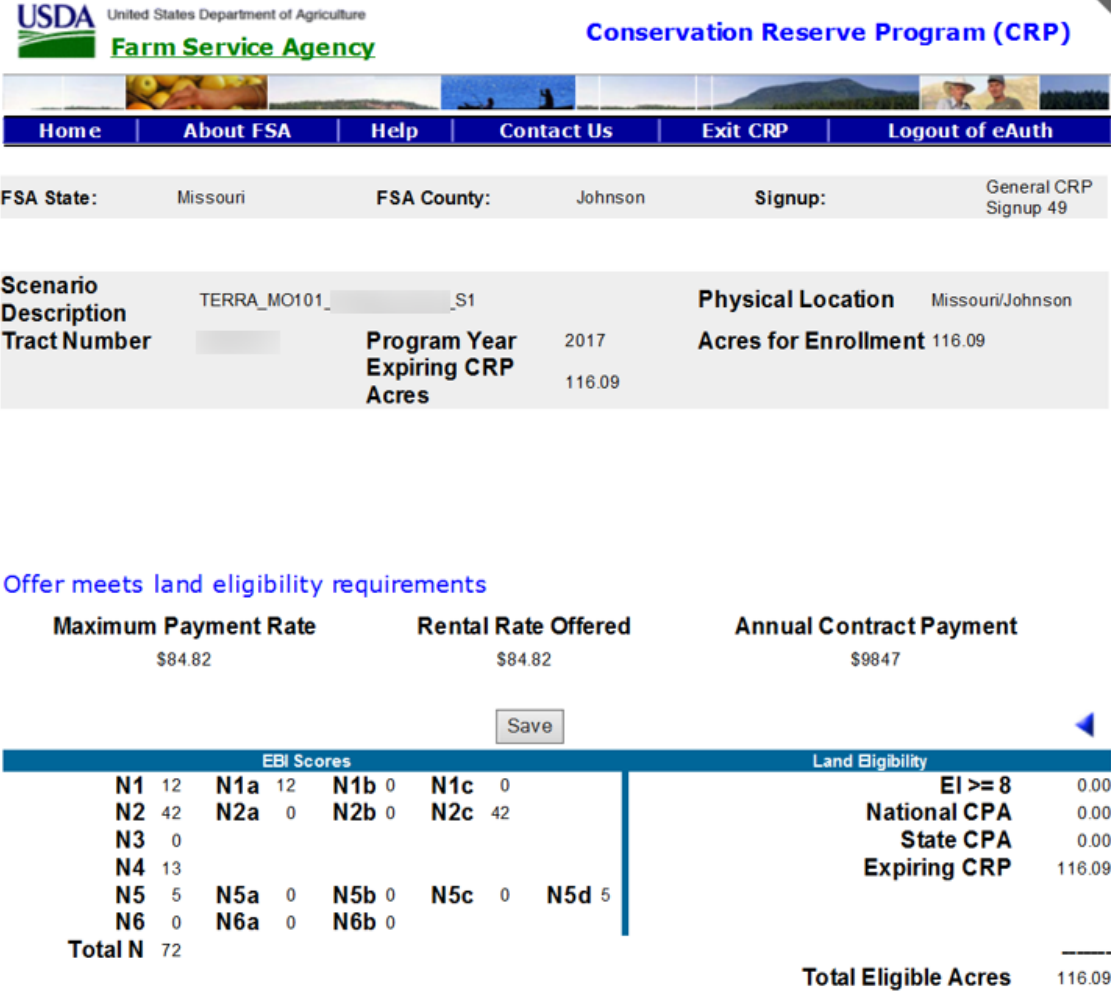
D COLS Instructions for Multiple Practices including CP3A (Continued)

Step	Action
12	<p>After the Zone and CPA Information Screen, the Maximum Payment Rate Screen will be displayed.</p> <p>Following is an example of the Maximum Payment Rate screen:</p>  <p>Important: The user will enter the maximum payment rate as the rental rate offered.</p> <p>CLICK "Calculate".</p>

Notice CRP-800

4 TERRA and COLS Instructions (Continued)

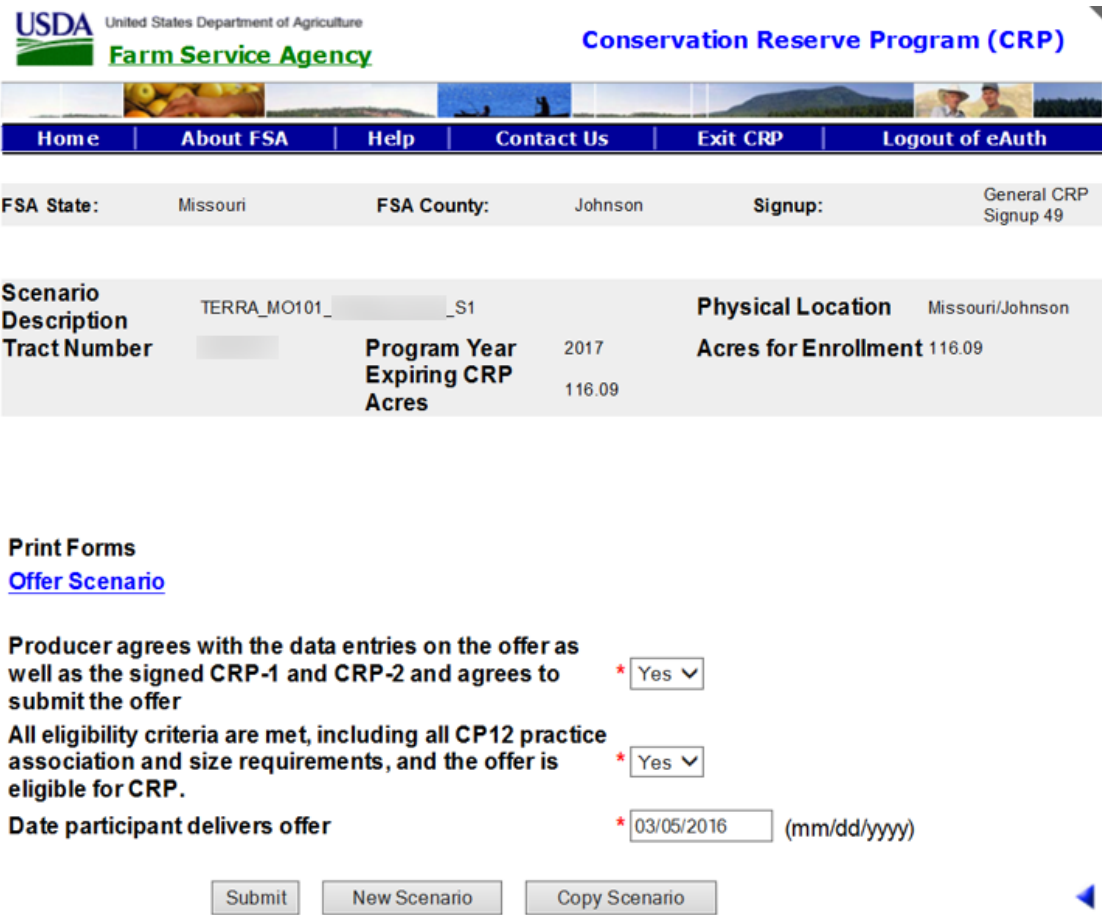
D COLS Instructions for Multiple Practices including CP3A (Continued)

Step	Action																																																																							
13	<p>After the user clicks “Calculate”, the land eligibility portion of the screen will be displayed.</p>  <p>USDA United States Department of Agriculture Farm Service Agency Conservation Reserve Program (CRP)</p> <p>Home About FSA Help Contact Us Exit CRP Logout of eAuth</p> <p>FSA State: Missouri FSA County: Johnson Signup: General CRP Signup 49</p> <p>Scenario Description: TERRA_MO101_ S1 Physical Location: Missouri/Johnson</p> <p>Tract Number: Program Year: 2017 Acres for Enrollment: 116.09</p> <p>Expiring CRP Acres: 116.09</p> <p>Offer meets land eligibility requirements</p> <p>Maximum Payment Rate: \$84.82 Rental Rate Offered: \$84.82 Annual Contract Payment: \$9847</p> <p>Save</p> <table border="1"> <thead> <tr> <th colspan="5">EBI Scores</th> <th colspan="2">Land Eligibility</th> </tr> </thead> <tbody> <tr> <td>N1</td> <td>12</td> <td>N1a</td> <td>12</td> <td>N1b</td> <td>0</td> <td>EI >= 8</td> <td>0.00</td> </tr> <tr> <td>N2</td> <td>42</td> <td>N2a</td> <td>0</td> <td>N2b</td> <td>0</td> <td>National CPA</td> <td>0.00</td> </tr> <tr> <td>N3</td> <td>0</td> <td></td> <td></td> <td>N2c</td> <td>42</td> <td>State CPA</td> <td>0.00</td> </tr> <tr> <td>N4</td> <td>13</td> <td></td> <td></td> <td></td> <td></td> <td>Expiring CRP</td> <td>116.09</td> </tr> <tr> <td>N5</td> <td>5</td> <td>N5a</td> <td>0</td> <td>N5b</td> <td>0</td> <td></td> <td></td> </tr> <tr> <td>N6</td> <td>0</td> <td>N6a</td> <td>0</td> <td>N5c</td> <td>0</td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td>N5d</td> <td>5</td> <td></td> <td></td> </tr> <tr> <td>Total N</td> <td>72</td> <td></td> <td></td> <td></td> <td></td> <td>Total Eligible Acres</td> <td>116.09</td> </tr> </tbody> </table> <p>CLICK “SAVE”.</p>	EBI Scores					Land Eligibility		N1	12	N1a	12	N1b	0	EI >= 8	0.00	N2	42	N2a	0	N2b	0	National CPA	0.00	N3	0			N2c	42	State CPA	0.00	N4	13					Expiring CRP	116.09	N5	5	N5a	0	N5b	0			N6	0	N6a	0	N5c	0							N5d	5			Total N	72					Total Eligible Acres	116.09
EBI Scores					Land Eligibility																																																																			
N1	12	N1a	12	N1b	0	EI >= 8	0.00																																																																	
N2	42	N2a	0	N2b	0	National CPA	0.00																																																																	
N3	0			N2c	42	State CPA	0.00																																																																	
N4	13					Expiring CRP	116.09																																																																	
N5	5	N5a	0	N5b	0																																																																			
N6	0	N6a	0	N5c	0																																																																			
				N5d	5																																																																			
Total N	72					Total Eligible Acres	116.09																																																																	

Notice CRP-800

4 TERRA and COLS Instructions (Continued)

D COLS Instructions for Multiple Practices including CP3A (Continued)

Step	Action
14	<p>After clicking save the Submit Offer Screen will be displayed.</p> <p>Following is an example of the Submit Offer Screen.</p>  <p>The user shall answer the questions, enter the date the participant delivers offer and CLICK “Submit”.</p>

5 Action

A State Office Action

State Offices shall ensure that County Offices follow the provisions of this notice.

If there are questions about:

- CRP policy, contact Beverly Preston, CRP Program Manager, by either of the following:
 - e-mail at **beverly.preston@wdc.usda.gov**
 - telephone at 202-720-9563
- TERRA, David Taylor, by either of the following:
 - e-mail at **david.taylor@wdc.usda.gov**
 - telephone at 202-720-6255
- COLS, Gina Smith, by either of the following:
 - e-mail at **gina.smith@wdc.usda.gov**
 - telephone at 816-823-4247.

B County Office Action

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