

For: County Offices

Reporting Individual Cost for Conservation Practices

Approved by: State Executive Director



1 Overview

A Purpose

The purpose of this notice is to reissue cost reporting data requirements for CRP and ECP originally contained in OK Notice CONOP-35. FSA county offices are no longer required to report cost data for EQIP.

2 Conservation Practice Components Reporting System

A Reporting Cost

Each time a county completes a payment for conservation work, and the data is recorded on the AD-245 for CRP or ECP, the cost data shall be placed on the form in Exhibit 1 and forwarded to the State Office. The cost shall reflect the total cost for the practice or component, not the cost-share amount. Additional notes may be placed on the form for cost incurred by the producer but not cost shared on. Reporting this information will allow the State Office to consider cost sharing for the item or suggesting to the National Office the item be included in a practice for cost share. The unit (AC, DIFT, CY, etc.) and quantity shall also be reported.

The accumulation of this individual cost, associated with a specific AD-245, will allow average cost and conservation cost data to be readily available for various uses and references.

B Reporting Date

Counties may elect to send in the conservation cost information, placed on Exhibit 1, each time payments are made during the month or accumulate the actual cost data sheets throughout the month, and submit them **by the last working day of each month**. The monthly reports calendar contains a reminder notice to submit the data each month.

Disposal Date:
07-01-04

Distribution:
County Offices

2 Conservation Practice Components Reporting System (continued)

C Supporting Data for Cost Share

Counties shall continue to maintain a file of cost to do conservation work in the county, consisting of actual cost, dealer quotes, contractor bids, and Extension Service and NASS data.

3 Action

A County Office Action

The County Office shall review Exhibit 1, photocopy, and continue sending conservation costs to the State Office, Attention: Conservation Section.

B Multiple Operations

If a practice component requires multiple applications on the same acreage, record in “quantity” the multiple acreage figure.

Example: The producer may be required to till 100 acres twice for seed bed preparation. Therefore, the “quantity” would reflect 200 acres.

4 Obsolete Notice

A OK Notice CONOP-35

This notice obsoletes OK Notice CONOP-35

Date Established: Enter the date corresponding to the date the practice was certified as being complete.

Contract No.: Enter the contract number, if applicable.

County: Enter the county name where the cost-shared work resides.

Producer's Name: Record the name of the land user requesting cost share, and only record the total cost of the practice on one report if multiple contributors are involved.

Program: Circle the applicable program under which the work was performed or cost shares paid.

Practice Code: Enter the appropriate FSA or NRCS practice code, if known (CP2, EC4, etc.).

Component Code: Enter the appropriate component code.

Component Name: Enter the full name of the component, i.e. Tall Fescue, or Fiberglass Tank/Trough, or Excavation/Embankment.

Unit: Enter the unit of measure for the component.

Quantity: Enter amount applied of each component unit.

Total Cost: Enter total cost for each component from receipts/statements.

Cost/Unit: Divide total cost by quantity.