

**FSA**  
**HANDBOOK**

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**Market Facilitation Program**

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To access the transmittal page click on the short reference

**For State and County Offices**

SHORT REFERENCE

**1-MFP**

UNITED STATES DEPARTMENT OF AGRICULTURE  
Farm Service Agency  
Washington, DC 20250.



**UNITED STATES DEPARTMENT OF AGRICULTURE**

Farm Service Agency  
Washington, DC 20250

<b>Market Facilitation Program 1-MFP</b>	<b>Amendment 5</b>
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**Approved by:** Acting Deputy Administrator, Farm Programs



**Amendment Transmittal**

**A Reasons for Amendment**

Subparagraph 15 B and 46 B have been amended to revise the MFP signup deadline to December 20, 2019.

<b>Page Control Chart</b>		
<b>TC</b>	<b>Text</b>	<b>Exhibit</b>
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**Part 1 Basic Information****1 Overview****A Handbook Purpose**

This handbook provides the following:

- State and County Offices with policy and procedures for administering the MFP
- specific eligibility and payment calculation provisions as applicable for designated crop years and commodities.

Provisions in this handbook **must not** be revised without prior approval from the National Office. Any requests or amendments must be sent to the MFP Program Manager, through DAFP.

The objective of the MFP is to provide direct payments to producers who have been impacted by:

- trade actions by foreign governments on U.S. agricultural products resulting in a loss of exports
- disrupted marketing of agricultural commodities beyond the control of producers.

**B Authority and Responsibility**

PSD has the authority and responsibility for the programs prescribed in this handbook.

**C Sources of Authority**

Following are the sources of authority for the MFP:

- the Commodity Credit Corporation Charter Act, as amended
- 7 CFR Part 1409.

**1 Overview (Continued)**

**D Related FSA Handbooks**

FSA handbooks related to MFP include:

- 9-AO for investigating program violations
- 1-APP for appeals
- 32-AS for records management
- 1-CM for signature requirements, power of attorney, deceased individuals and dissolved entities, maintaining the name and address file, and assignments
- 3-CM for farm, tract, and crop data
- 2-CP for acreage reporting
- 6-CP for HELC and WC provisions
- 7-CP for finality rule and equitable relief
- 1-FI for processing payments initiated
- 61-FI for prompt payment and interest penalties
- 62-FI for reporting data to IRS
- 63-FI for Assignment and Joint Payment System
- 64-FI for establishing and reporting receipts and receivables on NRRS
- 2-INFO for handling requests for information (FOIA)
- 3-PL (Rev. 2) for web-based subsidiary files for 2009 and subsequent years
- 5-PL for payment eligibility, payment limitation and AGI.



**1 Overview (Continued)**

**\*--E Delegations of Authority and Approvals--\***

The authority to approve MFP applications prepared according to this handbook may be redelegated, in writing according to 16-AO, by COC to CED, except forms and documents in which CED has a monetary interest.

\* \* \*

\*--Follow this table for delegated authority for approval of MFP applications.

<b>IF the producer is...</b>	<b>THEN the approval authority is...--*</b>
a Federal or non-Federal, State or County Office employee	CED.
COC member	
DD	
SED	
STC member	
CED	COC.
*--any producer in a recording county--*	

**Notes:** Questionable cases may be referred to the next higher authority for determination.

Any employee serving as Acting CED is viewed as CED.

**F MFP Websites**

The following websites provide information used to administer MFP.

<b>Website Content</b>	<b>Website Address</b>
MFP Application	<a href="https://intranet.fsa.usda.gov/fsa/applications.asp">https://intranet.fsa.usda.gov/fsa/applications.asp</a>
MFP Payment Rates	<a href="https://www.farmers.gov/mfp">https://www.farmers.gov/mfp</a>
FFAS Employee Forms/Publications Online Website	<a href="http://intranet.fsa.usda.gov/dam/ffasforms/forms.html">http://intranet.fsa.usda.gov/dam/ffasforms/forms.html</a>
Notices	<a href="http://www.fsa.usda.gov/notices">http://www.fsa.usda.gov/notices</a>
eAuthentication	<a href="https://www.eauth.usda.gov/mainPages/index.aspx">https://www.eauth.usda.gov/mainPages/index.aspx</a>

**2 Administrative Provisions**

**A Forms**

Any document that collects data from a participant, regardless of whether the participants signature is required:

- is subject to the Privacy Act and information collection procedures
- requires approval or clearance by the following applicable office:
  - DAFP
  - FPAC
  - OMB.

Forms, worksheets, applications, and other documents other than those provided in this handbook or issued by the National Office are not authorized for MFP and will not be used.

### 3 Responsibilities

#### A STC Responsibilities

Within the authorities and limitations in this handbook and 7 CFR Part 1409, STC's must:

- direct the administration of MFP
- ensure that FSA State and County Offices follow MFP provisions
- thoroughly document all actions taken in the STC minutes
- handle appeals according to 1-APP
- require reviews be conducted by DD to ensure that County Offices comply with MFP provisions

**Note:** STC may establish additional reviews to ensure MFP is administered according to these provisions.

- take any oversight actions necessary to ensure that IPIA provisions are met to prevent County Offices from issuing any improper payments
- STC may approve or disapprove any MFP application except forms or documents in which a STC member has a monetary interest
- comply with all MFP provisions.

### 3 Responsibilities (Continued)

#### B SED Responsibilities

Within the authorities and limitations in this handbook and 7 CFR Part 1409, SED's will:

- ensure that County Offices follow MFP provisions
- thoroughly document all actions taken in the STC minutes
- handle appeals according to 1-APP
- ensure that DD's conduct reviews according to subparagraph A

**Note:** SED may establish additional reviews to ensure MFP is administered according to these provisions.

- ensure all County Offices publicize MFP provisions
- immediately notify the National Office MFP Program Manager of software problems, incomplete or incorrect procedures, specific problems, or findings
- take any oversight actions necessary to ensure that IPPIA provisions are met to prevent County Offices from issuing any improper payments
- STC may approve or disapprove any MFP application except forms or documents in which a STC member has a monetary interest
- comply with all MFP provisions.

### 3 Responsibilities (Continued)

#### C DD Responsibilities

Within the authorities and limitations in this handbook and 7 CFR Part 1409, DD's will:

- ensure that COC's and County Offices follow MFP provisions
- conduct reviews according to subparagraph A

**Note:** SED may establish additional reviews to ensure MFP is administered according to these provisions.

- ensure all County Offices publicize MFP provisions
- immediately notify the National Office MFP Program Manager of software problems, incomplete or incorrect procedures, specific problems, or findings
- take any oversight actions necessary to ensure that IPIA provisions are met to prevent County Offices from issuing any improper payments.

### 3 Responsibilities (Continued)

#### D COC Responsibilities

Within the authorities and limitations in this handbook and 7 CFR Part 1409, COC's will:

- fully comply with all MFP provisions
- ensure that CED directs the County FSA Office to follow all MFP provisions
- review, approve and/or disapprove MFP applications, and document in the COC minutes

**Note:** COC may redelegate authority to the CED to review, approve and/or disapprove routine MFP applications. Redlegation of authority must be documented in the COC minutes.

- handle appeals according to 1-APP
- thoroughly document all actions taken in the COC minutes
- ensure all County Offices publicize MFP provisions
- take any oversight actions necessary to ensure that IPIA provisions are met to prevent County Offices from issuing any improper payments
- ensure that FSA assists persons by providing as much program information as it can in a variety of different ways

**Notes:** Because of the limits of FSA resources, publication may or may not be by direct mail or on an individual basis. FSA meets its publication responsibilities by making broad program announcements in the press, print and electronic media, Federal Register documents, radio and television announcements, and through posting program information in USDA Service Centers.

The reality of limited resources has increased the participant's responsibility for being aware of program provisions. FSA cannot be responsible for reaching out to every potential program participant with all program information. Participants must seek information on program details and not wait for FSA to individually write or communicate with them about program provisions. As resources permit, COC will ensure that program provisions are publicized and maintain a record of any and all publicity efforts to provide some of the information in this subparagraph.

### 3 Responsibilities (Continued)

#### E CED Responsibilities

Within the authorities and limitations in this handbook and 7 CFR Part 1409, CED's will:

- fully comply with all MFP provisions
- ensure that all County Office employees fully comply with all MFP provisions
- if so delegated, promptly review, approve and/or disapprove routine MFP applications, and document in the COC minutes

**Note:** CED **may not** redelegate authority to review, approve and/or disapprove routine MFP applications to any other County Office employees.

- \*--issue either of the following:
  - zero payment letter according to subparagraph 60 G
  - reduced payment letter according to subparagraph 47 C--\*
- ensure that all program eligibility requirements have been met by producers before issuing any payment to ensure that IPIA provisions are met
- handle appeals according to 1-APP
- thoroughly document all actions taken in the COC minutes
- immediately notify SED, through DD, of software problems, incomplete or incorrect procedures, specific problems, or findings
- take any oversight actions necessary to ensure that IPIA provisions are met to prevent County Offices from issuing any improper payments
- ensure that FSA assists persons by providing as much program information as it can in a variety of different ways.

**3 Responsibilities (Continued)**

**F PT Responsibilities**

Within the authorities and limitations in this handbook and 7 CFR Part 1409, PT's will:

- fully comply with all MFP provisions
- immediately notify the CED of software problems, incomplete or incorrect procedures, or specific problems
- ensure that all program eligibility requirements have been met by producers before issuing any payment to ensure that IPIA provisions are met.

**4-14 (Reserved)**



**Part 2 MFP Policy and Procedures Provisions**

**Section 1 MFP General Program Policies and Provisions**

**15 Eligible Commodities and Signup Period**

**A Eligible Commodities**

MFP provides direct payments to eligible producers or owners of the following eligible 2019 commodities that have been impacted by trade actions of foreign governments.

<b>Commodity Category</b>	<b>Commodity</b>		
Non-Specialty Crops	<ul style="list-style-type: none"> <li>• Alfalfa hay</li> <li>• Barley</li> <li>• Canola</li> <li>• Chickpeas – Large and Small</li> <li>• Corn</li> <li>• Cotton – Upland and Extra Long Staple</li> <li>• Crambe</li> <li>• Dried Beans</li> </ul>	<ul style="list-style-type: none"> <li>• Dry Peas</li> <li>• Flaxseed</li> <li>• Lentils</li> <li>• Millet</li> <li>• Mustard Seed</li> <li>• Oats</li> <li>• Peanuts</li> <li>• Rapeseed</li> <li>• Rice – Long and Medium Grain</li> </ul>	<ul style="list-style-type: none"> <li>• Rye</li> <li>• Safflower</li> <li>• Sesame Seed</li> <li>• Sorghum</li> <li>• Soybeans</li> <li>• Sunflower Seed</li> <li>• Temperate Japonica Rice</li> <li>• Triticale</li> <li>• Wheat</li> </ul>
Specialty Crops	<ul style="list-style-type: none"> <li>• Almonds</li> <li>• Cranberries</li> <li>• Cultivated Ginseng</li> <li>• Fresh Grapes</li> </ul>	<ul style="list-style-type: none"> <li>• Hazelnuts</li> <li>• Macadamia Nuts</li> <li>• Pecans</li> <li>• Pistachios</li> </ul>	<ul style="list-style-type: none"> <li>• Fresh Sweet Cherries</li> <li>• Walnuts</li> </ul>
	<b>Note:</b> Only fruit or nut bearing plants are eligible for MFP.		
Livestock	<ul style="list-style-type: none"> <li>• Dairy</li> <li>• Hogs</li> </ul>		

**B MFP Signup Period**

Producers who had an ownership share interest in the designated MFP commodities for the 2019 crop year can file CCC-913 for the MFP payment in any USDA Service Center from **\*--July 29 through December 20, 2019.**

CCC-913's submitted or postmarked after December 20, 2019, will be disapproved.--\*

## 16 MFP Payments and Payment Rates

### A MFP Payments

The MFP payment is:

- available to persons and legal entities who had an ownership interest in 1 or more of the designated eligible commodities
- **not** subject to sequestration.

MFP payments for 2019 will be provided in up to 3 payments.

For livestock and specialty crops, the first payment will be 50 percent of the total calculated payment.

For non-specialty crops, the first payment will be determined as follows:

- 50 percent of the total calculated payment, if the payment rate is greater than \$30 per acre
- \$15 per acre, if the payment rate is \$30 per acre or less.

If CCC determines any other payments are to be disbursed, then they will be disbursed as follows:

- if a second payment is warranted, it will be up to 75 percent of the total calculated payment less the amount received in the first payment and the second payment period will begin in November 2019
- if a final payment is warranted, it will be for the remaining amount of the total calculated payment, unless otherwise adjusted by CCC, and the last payment period will begin in January 2020.

The following persons or legal entities are **ineligible** for MFP payments:

- Federal, State, and local governments, including public schools as defined in 5-PL
- persons or legal entities who did not have a reported ownership interest in any of the designated commodities
- foreign persons who do not satisfy the requirements of regulations to be eligible for payments according to 5-PL.

## 16 MFP Payments and Payment Rates (Continued)

## B MFP Payment Rates

MFP payment rates are determined by CCC.

The payment rates for crop year 2019 will be posted to FSA website [www.fsa.usda.gov](http://www.fsa.usda.gov).  
Payments rates for crop year 2019 are established as follows:

- **Non-specialty crop** - payment rates have been established as a single rate per acre basis for each county. The rate will apply to total of **all** acreage the producer reported a share interest in the non-specialty crop to FSA on FSA-578. See Exhibit 10 for a map of the 2019 MFP Payment Rates.
- **Cover crop** - a nationwide payment rate of \$15 per acre will be used for acreage where a producer was prevented from planting a 2019 non-specialty crop on a farm, but was able to plant a CCC approved cover crop intended for harvest. See subparagraph 31 A for provisions related to eligible cover crop acreage for MFP payments.
- **Specialty crop** – payment rate is based upon a National rate for the applicable specialty crop multiplied by the producer’s reported share interest in the planted specialty crop as reported to FSA on a FSA-578, or according to the applicable crop insurance policy.

**Note:** If specialty acreage is entered in CARS, acreage from CARS will be used and the CIMS records will automatically be deleted.

- **Livestock** payment rates will be:
  - posted to FSA website [www.fsa.usda.gov](http://www.fsa.usda.gov)
  - apply to the producer’s ownership share for:
    - **dairy**, based upon the historical milk production reported according to the production rules established for the DMC program
    - **hogs**, based upon the number of live hogs owned on a day selected by the applicant between April 1 and May 15, 2019.

**Note:** A hog is counted only once by the same owner from April 1 through May 15, 2019.

## 17 Payment Limitation, AGI, and Other Compliance Provisions

### A Payment Limitation, AGI, and Other Compliance

MFP has its own per person or legal entity payment limitation separate from other programs authorized under the 2018 Farm Bill. The per person or legal entity payment limitation for 2019 MFP will be recorded through direct attribution according to 5-PL.

MFP for crop year 2019 has a per person and legal entity program payment limitation of:

- a single \$250,000 for MFP payments on non-specialty crops
- a single \$250,000 for MFP payments on livestock
- a single \$250,000 for MFP payments on specialty crops.

Under any combination of commodities no person or legal entity can receive more than \$500,000 under 2019 MFP.

MFP is subject to a common \$900,000 AGI provisions. However, if 75 percent of the person's or legal entities' income is derived from farming, ranching or forestry the \$900,000 AGI provision does not apply.

**Note:** Applicants, including members of legal entities, must provide a certification from a licensed certified public accountant or an attorney for determining percent of farm income, if they are seeking MFP payments without regard to the AGI limitation according to 5-PL.

Actively engaged and cash rent tenant provisions apply only to persons and legal entities who submit a MFP application for payment of non-specialty crops, other than alfalfa hay and triticale.

The following persons or legal entities are **ineligible** for MFP payments:

- Federal, State, and local governments, including public schools as defined in 5-PL
- persons or legal entities who did not have a reported ownership interest in any of the designated commodities
- persons or legal entities who do not qualify for payments as foreign persons according to 5-PL.

## 17 Payment Limitation, AGI, and Other Compliance Provisions (Continued)

### A Payment Limitation, AGI, and Other Compliance (Continued)

Compliance provisions applicable to persons and legal entities requesting an MFP payment include:

- HELC/WC compliance, including AD-1026

**Notes:** Specialty crop producers may already have AD-1026 on file, with box 5 B checked (✓), without establishment of farm records, for eligibility of the reinsured crop insurance premium subsidy to Federal Crop Insurance policies administered by RMA. These producers who are now seeking MFP no longer meet the first bullet of box 5 B: “does not participate in any USDA program that is subject to HELC and WC compliance except Federal Crop Insurance”.

Therefore, MFP participants, for these crops, may need to file a new full AD-1026 (answering questions in numbers 6 and 7 of AD-1026) with establishment of farm records (6-CP, Part 3).

- controlled substance
- payment limitation (including substantive change) and attribution (including common attribution)
- payment eligibility, including actively engaged and cash rent tenant rules
- \*--actively engaged for non-specialty crops, according to 5-PL, except for producers who only planted alfalfa, millet, rye, and triticale in 2019.--\*

**Note:** Member contribution requirements are not required for MFP.

Failure to satisfy or comply with any of these provisions may result in a loss or reduction of payment eligibility.

### 18-29 (Reserved)



Section 2 Eligibility Requirements

30 MFP Eligibility

A General Eligibility for MFP Commodities

Eligible producers for MFP are persons and legal entities that have an ownership interest in one or more of the 2019 eligible MFP commodities in subparagraph 15 A. The eligibility requirements for each commodity category are listed in the following table.

Commodity	Eligibility
Non-specialty Crops	<p>Producers <b>must</b> report their ownership interest in the non-specialty crop acreage to FSA on FSA-578. Payments will be based upon total eligible non-specialty crop acreage.</p> <p>Eligible acres are the 2019 planted acreage reported for all eligible MFP non-specialty crops, <b>not to exceed</b> 2018 planted acres and prevented planted acres of non-specialty crops, as adjusted for acreage made available for planting, such as expired 2018 CRP contracts.</p> <p>Payment acres can be increased for excepted acreage.</p>
Cover crop planted following prevented planted non-specialty commodity.	<p>Producers who planted an eligible cover crop behind an approved prevented planted field of a non-specialty crop may be eligible to receive a cover crop MFP payment on those acres.</p> <p>The cover crop acreage must have been planted between June 1 and August 1, 2019.</p>
Specialty Crops	<p>Producers <b>must</b> report their ownership interest in the specialty crop acreage to either:</p> <ul style="list-style-type: none"> <li>• FSA on FSA-578</li> <li>• according to their applicable crop insurance policy.</li> </ul> <p><b>Notes:</b> If both CARS and CIMS data exist, CARS data will be used. Only acreage with fruit or nut bearing plants will be eligible for MFP.</p>

30 MFP Eligibility (Continued)

A General Eligibility for MFP Commodities (Continued)

Commodity	Eligibility
Dairy	<p>Producers must report the ownership share for milk to FSA in the same manner as for the DMC Program. Dairy operations not currently enrolled in in DMC will follow DMC rules for new dairy operations.</p> <p><b>Note:</b> Production <b>must</b> be recorded in cwt., and producers <b>must</b> have had an active dairy operation as of June 1, 2019.</p>
Hogs	<p>Producers must certify the number of live hog animals in ownership to FSA on CCC-913. Producers may select any date from April 1 through May 15, 2019 as the date for which ownership is reported.</p> <p>Hogs must be produced for commercial marketing. A hog is counted only once regardless of how many different times it is owned from April 1 through May 15, 2019.</p> <p><b>Note:</b> Custom or contract feeders who do not have an ownership interest in the hogs are ineligible for MFP.</p>



30 MFP Eligibility (Continued)

**B General Cover Crop Eligibility**

\*--The total of 2019 planted non-specialty crop acres and 2019 cover crop acres planted following approved 2019 prevented planted non-specialty crop acres cannot exceed the total 2018 planted and prevented planted acres for a producer. Examples of excepted acreage land provisions in Exhibit 15 apply to all 2019 payment acres (non-specialty plus cover crop acres).

**Example:** Brad and Sean each had 750 acres of non-specialty crop planted and prevented planted acres in 2018. Brad took over Sean’s farm in 2019, planted 1,000 acres, was prevented from planting 200 acres of a non-specialty crop, and planted to 200 acres of cover crop behind the approved 200 prevented planted non-specialty crop acres.

Ordinarily because Brad’s 2019 planted acres of non-specialty crop acres exceed his 2018 planted and prevented planted acres, cover crop acres would not apply. But using the added land provisions will allow Brad to receive a payment on the 200 acres of cover crop behind approved 2019 prevented planted non-specialty crop acres.

<b>Producer</b>	<b>2018 Planted and Prevented Planted Acres</b>	<b>2019 Planted Acres</b>
Brad	750	1,000 non-specialty plus 200 cover crop
Sean	750	Zero, because Brad took over Sean’s farm

--\*

\*\*\*



## 31 Acreage Reporting Requirements for Crop Commodities

### A Acreage Reporting Requirements for Non-Specialty Crop Commodities

To be considered eligible for an MFP payment on non-specialty crops, individuals or legal entities must have a reported crop acre share ownership interest in the crop planted for the 2018 and 2019 crop years as shown on FSA-578 according to 2-CP.

**Note:** 2-CP provisions regarding late file acreage reports apply. There are no special provisions for MFP.

Payment acres for non-specialty acreage is the smaller of 2018 planted and approved prevented planted or 2019 planted acres.

**Note:** Determined acres are to be used if available. Failed acres are counted as planted acres in 2019 and 2018.

\*--If 2019 reported acreage is more than 2018 planted or approved prevented planted acreage, the payment acres can be increased for **excepted acreage**. Excepted acreage **cannot** exceed the difference between 2019 planted acres and 2018 planted and prevented planted acres. See Exhibit 15 for excepted acreage provisions.

Excepted acreage may include:

- expired CRP acreage
- new farmer
- added land, and share changes or entity changes
- fallow, if part of a rotation
- alfalfa acreage not recorded or certified on FSA-578 for crop year 2018
- double-crop rotation
- prevented planting of a non-specialty crop, followed by a planting of a non-specialty crop, which is not approved for double-cropping.

**Notes:** CCC-913 will be run based on a comparison of a producer's 2018 and 2019 non-specialty crop acreage. If a producer believes the producer is entitled to excepted acres, the producer must make that request and specify the reason or reasons for applying excepted acres. FSA offices are not responsible for or obligated to search 2018 and 2019 exceptions that may apply.

If requested by a producer, follow Exhibit 15 and use the Non-Specialty Excepted Acres Worksheet (located on the DAFP MFP Intranet site at <https://inside.fsa.usda.gov/program-areas/dafp/special-programs/mfp/index>) to determine the number of eligible excepted acres.--\*

**31 Acreage Reporting Requirements for Crop Commodities (Continued)**

**A Acreage Reporting Requirements for Non-Specialty Crop Commodities (Continued)**

Cover crop acreage planted following a 2019 prevented planted non-specialty crop may be eligible for payment if all of the following occur:

- 2019 planted acres of MFP non-specialty crops is less than the 2018 planted and prevented planted non-specialty crop acres
- cover crop must have been planted between June 1 through August 1, 2019
- cover crop reported as “cover crop” using crop code 0319 according to 2-CP.

**31 Acreage Reporting Requirements for Crop Commodities (Continued)****A Acreage Reporting Requirements for Non-Specialty Crop Commodities (Continued)**

\*--Any acreage reported as 2019 prevented planted, that is **not** followed by either an approved cover crop or a subsequently planted non-specialty crop is **not** eligible for an MFP payment.--\*

Changes to the 2019 CARS data may adversely impact other program payments, such as ARC/PLC, or MAL's and LDP's.

**Example 1 – 2019 Acreage is Greater than 2018 Acreage**

Producer reports 600 non-specialty crop acres for 2019. Reported acreage for 2018 is 500 acres and one of the farms the producer has includes 50 acres of CRP which expired after 2018. The producer is the only producer with non-specialty crop acreage on the farm having 50 acres of CRP that expired after 2018. The initial payment acres are 500 acres. The 50 acres of expired CRP will be added for a total of 550 payment acres for this producer.

**Example 2 - 2019 Acreage is Less than 2018 Acreage**

For 2019 a producer reports a total of 550 acres of non-specialty crops, 60 acres of prevented planted non-specialty crops, and 75 acres of cover crop planted June 1, 2019. The reported acreage for 2018 non-specialty crops is 600 acres. The payment acres are 550 acres. Cover crop acres planted behind 2019 prevented planted non-specialty crop may be eligible to be paid but are limited to 50 acres, the difference between the 2018 and 2019 planted acres.

## 31 Acreage Reporting Requirements for Crop Commodities (Continued)

## A Acreage Reporting Requirements for Non-Specialty Crop Commodities (Continued)

The following table lists the non-specialty crop types and intended uses for crop year 2019.

\*--Non-specialty crops must be planted by August 1, 2019.

2019 Planted	Crop Code	Crop Type (All Unless Noted)	Intended Use (All Unless Noted)	1 <sup>st</sup> Status Code	2 <sup>nd</sup> Status Code
ALFALFA	0027			I	Blank
BARLEY	0091			I, D, E, G	Blank
BEANS	0047		DE, SD	I, D, E, G	Blank
CANOLA	0711			I, G, H, O	Blank
CORN	0041	AMA AMY BLU GLF POP PSN RED TRO WHE WXY YEL		I, D, E, G	Blank
COTTON-ELS	0022			I, D, E, G	Blank
COTTON- UPLAND	0021			I, D, E, G	Blank
CRAMBE	0714			I, D, E, G	Blank
FLAX	0031			I, D, E, G	Blank
LENTILS	0401			I, D, E, G	Blank
MILLET	0080			I, G, H, O	Blank
MUSTARD	0130			I, D, E, G	Blank
OATS	0016			I, D, E, G	Blank
PEANUTS	0075			I, D, E, G	Blank
PEAS	0067		DE, SD	I, D, E, G	Blank
RAPESEED	0129			I, D, E, G	Blank
RICE	0018			I, D, E, G	Blank
RICE-SWEET	0904			I, D, E, G	Blank
RYE	0094			I, G, H, O	Blank
SAFFLOWER	0079			I, D, E, G	Blank
SESAME	0396			I, D, E, G	Blank
SORGHUM FORAGE	0050			I, D, E, G	Blank
SORGHUM	0051			I, D, E, G	Blank
SORGHUM- DUAL PURPOSE	0052			I, D, E, G	Blank
SOYBEANS	0081			I, D, E, G	Blank
SUNFLOWERS	0078			I, D, E, G	Blank
TRITICALE	0158			I, G, H, O	Blank
WHEAT	0011			I, D, E, G	Blank

--\*

31 Acreage Reporting Requirements for Crop Commodities (Continued)

A Acreage Reporting Requirements for Non-Specialty Crop Commodities (Continued)

The following table lists the cover crop code and status following a non-specialty crop for crop year 2019. Approved cover crops must be planted by August 1, 2019.

2019 Cover Crop Acres	Crop Code	Crop Type (All Unless Noted)	Intended Use (All Unless Noted)	1 <sup>st</sup> Status Code	Planted By
Cover Crop	0319			CO	8-1-2019

**Notes:** See 2-CP, paragraph 28 for revising crops and intended uses.

\* \* \*

See Exhibit 15.

31 Acreage Reporting Requirements for Crop Commodities (Continued)

**B Acreage Reporting Requirements for Specialty Crop Commodities**

Producers with an ownership interest may report their acreage of specialty crops to FSA on FSA-578 or according to the crop insurance policy. If acreage is reported in CARS, it will be \*--used instead of CIMS data. See the MFP User Guide if only CIMS data is available.

The following table provides the eligible crop types, intended uses, and planting dates for fruit and nut bearing plants.

2019 Planted	Crop Code	Crop Type (All Unless Noted)	Intended Use (All Unless Noted)	1 <sup>st</sup> Status Code	2 <sup>nd</sup> Status Code	Planting Date Must Be a Date Earlier Than
ALMONDS	028			I	Blank	01-01-2016
CHERRIES	0128	SWT	FH	I	Blank	01-01-2016
CRANBERRIES	0058			I	Blank	01-01-2017
GINSENG	0089			I	Blank	01-01-2016
GRAPES	0053		FH	I	Blank	01-01-2018
HAZELNUTS	0376			I	Blank	01-01-2017
MACADAMIA	0469			I	Blank	01-01-2016
PECANS	0146			I	Blank	01-01-2012
PISTACHIOS	0470			I	Blank	01-01-2015
WALNUTS	0029			I	Blank	01-01-2015

--\*



## 32 Production Reporting for Livestock Commodities

### A Dairy Production Requirements for MFP

Milk produced from cows and marketed commercially in the U.S. is eligible for MFP. All eligible dairy operations for MFP must establish production history according to DMC production history provisions.

Dairy operations that have **never** established production history or previously established on CCC-781 for 2018 MFP **must** establish production history for DMC on CCC-800, Dairy Margin Coverage (DMC) Production History Establishment according to DMC production history provisions.

Follow DMC provisions regarding production history bump.

A dairy operation is not considered **new** for establishing MFP production history for any of the following occurrences:

- change in the name of the dairy operation
- change of the dairy taxpayer identification number for tax purposes
- relocation of the dairy operation to another State or county
- additional shareholders are added to the dairy operation
- family member, according to 5-PL, takes over the dairy operation
- dairy operation reorganizes and maintains at least 1 common member.

If multiple production histories are listed in the spreadsheet for the same dairy operation, County Offices **must** do the following:

- use the most current approved production history used for DMC payments
- combine the production histories on one CCC-913 for multiple separate and distinct dairy operations under MPP or DMC with the same ownership operating under one TIN.

**Notes:** Each producer in an informal dairy operation with no TIN **must** submit a CCC-913 according to their share of the dairy operation.

New production history established for dairy operations not registered in DMC **must** be converted from pounds and entered on CCC-913, in CWT by dividing total pounds by 100. For example, 2,000,000 lbs./100 = 20,000 cwt.

**32 Production Reporting for Livestock Commodities****B Hog Production Requirements for MFP**

Producers must certify the number of live hog animals in ownership to FSA on a CCC-913. Producers may **select any date from April 1 through May 15, 2019** as the date for which ownership is reported. Regardless of the date selected between April 1 and May 15 a single hog is reported only once by the same livestock owner.

Hogs must be produced for commercial marketing.

**Note:** Custom or contract feeders who do not have an ownership interest in the hogs are ineligible for MFP.

Livestock owners requesting an MFP payment for hogs may certify to their actual production without providing production evidence; however, if selected for spot-check, the owner must provide acceptable forms of production evidence that show the number of live hogs claimed and were owned and in inventory from April 1 through May 15, 2019. Sources of production evidence include, but are not limited to, the following:

- breeding records
- feeding records
- inventory records
- rendering receipts
- sales receipts
- veterinary records
- other.

### 33 Payment Eligibility Requirements

#### A Payment Eligibility

To be considered eligible for MFP payment, in addition to submitting a completed CCC-913, persons or legal entities must have filed the following forms for the 2019 production year:

- AD-1026 according to 6-CP (See note in subparagraph 17 A for AD-1026)
- applicable CCC-902 according to 5-PL
- CCC-941 or CCC-942 for AGI certification according to 5-PL.

**Note:** 2015, 2016, and 2017 tax years are used to calculate AGI for 2019 MFP. All required eligibility forms **must** be filed before a MFP payment can be issued.

34-44 (Reserved)



**Part 3 Application Processing and Review for Approval**

**Section 1 Application Processing**

**45 Recording Receipt of CCC-913's**

**A Application Submission**

A producer may submit an application using any of the following methods:

- in person
- by mail
- electronically by:
  - FAX
  - e-mail with a scanned or photo copy of CCC-913 attached
  - online through **www.farmers.gov/MFP**.

**Note:** Submitting CCC-913 online requires an active Level 2 eAuthentication account. Individual producers can register for a Level 2 eAuthentication account at **www.eauth.usda.gov**. A fillable format of CCC-913 will also be available for applicants to apply. Online applications are currently **not** available.

**45 Recording Receipt of CCC-913's (Continued)****B Recording Receipt of CCC-913's and Accessing MFP Application**

MFP application software utilizes CARS data for crop commodities, and if available CIMS data for specialty crop commodities. County Offices must make every effort to process the CCC-913 in the system and then have the producer sign the application. If the MFP system is not available, a manual CCC-913 must be completed according to Exhibit 36.

**Note:** COC's are not to approve any CCC-913 until **after** the CCC-913 has been loaded into the MFP system.

If a producer submits a signed manual CCC-913 to the County Office, enter the application in the system. If the CARS or CIMS (if applicable) data differs from what the producer entered on the application, the County Office must use the acreage from CARS or CIMS and record it as COC adjusted acres in items 11 and 12 (if applicable) on the CCC-913. The producer will be notified in writing of the change after the COC acts on the CCC-913.

County Office will date stamp CCC-913 upon receipt of a CCC-913 signed in Part F by the producer.

See Exhibit 36 for instructions on completing CCC-913 and CCC-913 Continuation.

County Offices will use the MFP User Guide for completing the CCC-913 processing in the MFP system. The MFP User Guide can be found on the Intranet DAFP website at <https://inside.fsa.usda.gov/program-areas/dafp/special-programs/mfp/index>.

46 Reviewing and Approving CCC-913's

**A Reviewing CCC-913's for Reasonableness**

Acreage of non-specialty crop acreage will be determined according to 2-CP and is subject to spot check. COC's may request additional documentation from an MFP applicant to support a producer's certification of production of specialty crops or livestock commodities. The following table provides a list of examples of production evidence.

**Note:** If a producer fails to submit additional documentation in response to a request to substantiate production of any specialty crop or livestock on the application, COC will disapprove the application for the specialty crop or livestock, as applicable.

Commodity	Source of Production Evidence
Specialty Crops	<ul style="list-style-type: none"> <li>• sales receipts</li> <li>• ledgers of income</li> <li>• income statements of deposit slips</li> <li>• register tapes</li> <li>• invoices for custom harvesting</li> <li>• records to verify production costs</li> <li>• contemporaneous measurements</li> <li>• truck scale tickets</li> <li>• contemporaneous diaries – determined acceptable by COC</li> <li>• other.</li> </ul>
Dairy	<ul style="list-style-type: none"> <li>• MPP production records</li> <li>• for dairy operations not enrolled in MPP, see 1-MPP</li> <li>• other.</li> </ul> <p><b>Note:</b> Production evidence received in pounds must be converted to cwt. and must show the dairy operation was in business as of June 1, 2019.</p>
Hogs	<ul style="list-style-type: none"> <li>• breeding records</li> <li>• feeding records</li> <li>• inventory records</li> <li>• rendering receipts</li> <li>• sales receipts</li> <li>• veterinary records</li> <li>• other.</li> </ul> <p><b>Note:</b> Production evidence must show the number of live hogs claimed and were owned and in inventory from April 1 through May 15, 2019.</p>

46 Reviewing and Approving CCC-913's (Continued)

**B Recording COC Determinations on CCC-913D**

Record COC determinations for 2019 MFP payment requests on CCC-913D. CCC-913D is a manual form (Exhibit 37), and it is not generated from the MFP application process system. County Offices can obtain a copy of CCC-913D from the FSA Intranet at <https://intranet.fsa.usda.gov/dam/ffasforms/forms.html>. After CCC-913 has been date stamped and verified by the County Office, the recording County COC or CED will sign and date CCC-913D, and record the COC determination according to the guidance in this table, and file CCC-913D with the applicable CCC-913 signed by the applicant.

ON CCC-913D, select...	IF the data on CCC-913 indicates...
<p><b>approved</b></p>	<p>that the reviewing official has determined <b>all</b> of the following conditions have been met:</p> <ul style="list-style-type: none"> <li>• an authorized person, according to FSA-211 or other acceptable authorization according to 1-CM, and signed CCC-913 in Part F</li> <li>• acreage report has been certified and is reasonable or has been adjusted by COC</li> <li>• production is reasonable or has been adjusted by COC for livestock commodities</li> </ul> <p>•*--CCC-913 was received or postmarked by FSA <b>by</b> December 20, 2019.--*</p>
<p><b>disapproved</b></p>	<p><b>any</b> of the following:</p> <ul style="list-style-type: none"> <li>• evidence that applicant did not have a reported ownership share interest in the commodity or animal</li> <li>• dairy operation was not in business as of June 1, 2019</li> <li>• number of live hogs claimed as owned and in inventory is unreasonable</li> <li>• person or legal entity applying for MFP on hogs is a contract grower</li> </ul> <p><b>Note:</b> If CCC-913 was completed but never signed by the producer or someone on behalf of the producer, take <b>no</b> action on CCC-913. It is not considered filed unless it is signed.</p> <p>•*--CCC-913 was submitted or postmarked <b>after</b> December 20, 2019.--*</p>



46 **Reviewing and Approving CCC-913's (Continued)**

**C Redelegation of Authority for CCC-913's**

COC can redelegate authority to CED to approve CCC-913's; however, CED **cannot** further redelegate authority to program technicians.

All adverse actions must go to the COC for review.

**Important:** Approved CCC-913's are subject to prompt pay interest; therefore, every effort must be made to complete the payment process as soon as possible for approved CCC-913's.

**D Disapproved CCC-913's**

If CCC-913D is disapproved because of reasons listed in subparagraph B, the County Office must inform the producer of the determination in writing and provide applicable rights of appeal according to 1-APP.

**47 Revised CCC-913's and Signature Requirements****A Revised CCC-913's**

CCC-913's can be revised after filing and after CCC-913 was approved and paid. The reasons for revision can vary. Some reasons may include:

- acres, production, or number of livestock reported was incorrect or entered in error
- \*--excepted or subsequent acres not previously credited was approved and added to--\* CCC-913 thereby increasing payment acres
- other reasons for revision that may result in the application for additional crop acres, production, or number of animals.

For any revision, provide the producer a copy of the revised CCC-913.

**B Revisions That Require New Producer Signatures and Approval**

Any revision to a previously approved and paid CCC-913 that increases the amount applied for will require a new producer signature.

Producers cannot be paid for more acres or animals than what they apply for on CCC-913.

Any revised CCC-913 must have a new approval entered.

**C Revisions That Do Not Require New Producer Signature**

A revision that results in less payment acres or number of livestock or production than was reflected on CCC-913 signed by the producer does not require a new producer signature to be entered.

If a revision results in less payment acres, CED will issue a reduced payment letter along with a copy of the revised CCC-913. See Exhibit 16.

Any revised CCC-913 must have a new approval entered.

**48-59 (Reserved)**

## Section 2 General Payment Provisions for MFP

### 60 General Payment Provisions

#### A Introduction

The MFP payment process is an automated process that determines:

- whether the producer is eligible to receive payment
- the payment amount that can be sent to NPS for disbursement
- the overpayment amount that will be updated to the Pending Overpayment Report.

#### B Frequency of Payment Processing

MFP payments are processed nightly for the following:

- payment amounts recorded through the MFP payment process during the workday
- changes made in the system that could affect the producer's payment or overpayment amount determination.

#### C Obtaining FSA-325 for Deceased, Disappeared, or Incompetent Producers

Follow 1-CM provisions for persons who have died, disappeared, or been declared incompetent.

#### D Administrative Offset

MFP payments are subject to administrative offset.

#### E Assignments

A producer entitled to an MFP payment may assign the payment according to 63-FI.

#### F Bankruptcy

Bankruptcy status does **not** exclude a producer from requesting MFP benefits.

**Important:** Contact the OGC Regional Attorney for guidance on issuing MFP payments on all bankruptcy cases.

**60 General Payment Provisions (Continued)**

**G Payments Less Than \$1**

\*--MFP payment process will issue all payment amounts.--\*

In some instances, a payment of zero dollars calculates because the producer has no eligible payment acres. In this instance, CED will issue a non-payment letter. See Exhibit 17.

**H Payment Due Date**

Follow the provisions of 61-FI for issuing interest payments.

**60 General Payment Provisions (Continued)**

**I Sequestering MFP Payments**

MFP payments are not subject to sequestration.

**J Funds Control Process**

The MFP payment process uses the e-Funds accounting process that controls funding allotments by program year, monitors program spending, and halts program disbursements when the funding allocation has been exhausted.

The funds for MFP payments are controlled at the National level. If adequate funding is not available, those producers that cannot be paid will be listed on the Failed Obligations / Insufficient Funds Report in the Common Payment Reports System.

**K e-Funds Access**

Funding for MFP payments is established as follows.

<b>Program and Type</b>	<b>Alphanumeric Code</b>	<b>Accounting Code</b>
MFP – Non-Specialty Crops	XXMFPNSCROPS	2877
MFP – Specialty Crops	XXMFPSPECIALTY	2878
MFP - Livestock	XXMFPLIVESTOCK	2879
*--MFP – NS Crops A--*	XXMFPNSCROPSA	2880

**L General Payment Policy**

See 9-CM, Part 2 for general payment policy for the following:

- eligible ID types and business types
- payment eligibility
- cropland factor
- payment limitation
- joint operations and entities
- general provisions for overpayments.

**M Offsets**

MFP payments are subject to offset, including Treasury Offset Program Services and may be assigned, provided CCC-36 is submitted by the applicant before payment is made. County Offices will follow 63-FI to process assignments.

61 **Payment Limitation Provisions**

**A Payment Eligibility and Limitation Information for MFP Payments**

\*--MFP has its own per person or legal entity payment limitation separate from other programs. The per person or legal entity payment limitation for 2019 MFP is provided in the--\* following table and will be attributed through direct attribution. Additionally, actively engaged in farming program payment eligibility provisions only apply to corn, upland cotton, sorghum, soybeans, and wheat.

<b>Program and Type</b>	<b>Payment Limitation Amount - per person or legal entity</b>
MFP – Non-specialty crops and covered crops planted behind approved prevented planted non-specialty crops.	\$250,000
MFP – Livestock	\$250,000
MFP – Specialty	\$250,000

See 5-PL for payment limitation amounts for a person or legal entity.

As each payment is processed, the available payment limitation for the person or legal entity will be reduced until:

- all MFP payments are issued for the person or legal entity
- the maximum payment limitation has been attributed to a person or legal entity.

**62 MFP Subsidiary Eligibility**

**A Introduction**

The payment process reads the web-based eligibility system, for the year associated with CCC-913 to determine whether a producer or member of a joint operation is eligible to be paid. If the producer or member is ineligible to be paid, the payment will not be issued or will be reduced, and the producer or member will be listed on the Nonpayment Report with the applicable message.

**B Subsidiary Eligibility**

If a producer has multiple invalid subsidiary eligibility conditions, only the highest priority ineligible condition as provided in subparagraph C, will be printed on the Nonpayment Report.

62 MFP Subsidiary Eligibility (Continued)

**B Subsidiary Eligibility (Continued)**

The following table provides eligibility provisions that apply to MFP payments.

Eligibility Determination/Certification	Value	Eligible for MFP Payment	Exceptions
Actively Engaged  <b>Note:</b> This value does <b>not</b> apply to:  <ul style="list-style-type: none"> <li>• MFP – Livestock</li> <li>• MFP – Specialty</li> <li>•*--MFP – NS Crops A.--*</li> </ul>	Actively Engaged	Yes	
	Not Filed	No	
	Awaiting Determination	No	
	Awaiting Revisions	No	
	Not Actively Engaged	No	
	Exempt	Yes	
AD-1026	Certified	Yes	
	Not Filed	No	
	Good Faith Determination	Yes	
	COC Exemption	Yes	
	Awaiting Affiliate Certification	No	
	Affiliate Violation	No	
AGI  <b>Notes:</b> See 5-PL for additional information about AGI determinations.	Not Filed	No	<u>1/</u> If an IRS determination has:  <ul style="list-style-type: none"> <li>• <b>not</b> been returned, then the payment process will use the producer certification value</li> <li>• been returned, then the payment process will use the IRS returned value.</li> </ul> <u>2/</u> If the IRS value is <b>not</b> processed, then the payment process will use the producer certification value.
	Filed CCC-941	Yes <u>1/</u>	
	Exempt	Yes	
	Not Met - Producer	No	
	Not Processed	<u>2/</u>	
	Compliant - Producer	Yes	
	Compliant - Less than 3 years	Yes	
	Not Compliant	No	
	Failed Verification	No	



62 MFP Subsidiary Eligibility (Continued)

B Subsidiary Eligibility (Continued)

Eligibility Determination/Certification	Value	Eligible for MFP Payment	Exceptions
Foreign Person	Yes or Not Applicable	Yes	
	No or Pending	No	
Cash Rent Tenant  <b>Note:</b> This value does <b>not</b> apply to:  <ul style="list-style-type: none"> <li>• MFP – Livestock</li> <li>• MFP – Specialty</li> <li>•*--MFP – NS Crops A.--*</li> </ul>	Eligible	Yes	If a determination is “Partially Eligible” then a cropland factor payment reduction will apply.
	Partially Eligible	Yes	
	Ineligible	No	
	Not Applicable	Yes	
	Awaiting Determination	No	
	Exempt	Yes	
Conservation Compliance – Farm/Tract Eligibility	In Compliance	Yes	<u>3/</u> A partial compliance value of Yes” will result in an additional determination for the farm.
	Partial Compliance	Yes <u>3/</u>	
	In Violation	No	
	No Association	Yes	
	Past Violation	No	
	Reinstated	Yes	
Controlled Substance	No Violation	Yes	
	Growing	No	
	Trafficking	No	
	Possession	No	
Payment Limitation – Substantive Change  <b>Note:</b> Attribution rules apply.	Eligible	Yes	
	Not Applicable	Yes	
	Not Eligible	No	

62 MFP Subsidiary Eligibility (Continued)

**C Eligibility Conditions Priority**

If a person or legal entity has multiple invalid subsidiary eligibility conditions, only the highest priority ineligible condition will be printed on the Nonpayment Report and Pending Overpayment Reports. The following table provides the priority of conditions.

Priority	Eligibility Provision
1	Conservation Compliance
2	Controlled Substance
3	Actively Engaged
4	AD-1026

63 MFP Payments

**A Supporting Files for Integrated Payment Processing**

The MFP payment process is a web-based integrated process that uses a wide range of information and other program determinations and values to determine whether a payment should be issued, the amount of gross payment, reductions, and the net payment amount. For payments to be calculated correctly, all supporting files must be updated correctly, including **all** of the following.

<b>Type of Information</b>	<b>How Information Is Used for Payment Processing</b>	<b>Source</b>
CCC-913 data	The information from CCC-913 is used to complete the Gross Payment Report for Approved commodities which determines the MFP-Crops, MFP-Livestock, and MFP-Specialty gross payment amount for the producer.	Application System
Payment Eligibility Information	Used to determine whether the producer and/or member of a joint operation is eligible for payment for the year for which CCC-913 was filed.	Web-Based Eligibility System
General Name and Address Information	Used to determine the producer’s business type and general name and address information.	Business Partner/ SCIMS
Entity and Joint Operation Information	Used to determine the following for the year for which CCC-913 was filed: <ul style="list-style-type: none"> <li>• member contribution value</li> <li>• substantive change value</li> <li>• members and member’s share of the following:                             <ul style="list-style-type: none"> <li>• entities</li> <li>• general partnerships</li> <li>• joint ventures.</li> </ul> </li> </ul>	Business File
Combined Producer Information	Used to determine whether minors are combined with parents or legal guardians. This information is used to ensure that the payment limitation is controlled properly.	Combined Producer System
Available Payment Limitation	Used to determine payment limitation availability.	Payment Limitation System
Financial Related Information	<ul style="list-style-type: none"> <li>• Calculated payment information is provided to NPS.</li> <li>• Determined overpayment amount may be provided to NRRS.</li> </ul>	NPS or NRRS

## 63 MFP Payments (Continued)

**B Prerequisites for Payment**

The following table details the actions that **must** be performed or verified as having been completed to properly issue payments. COC, CED, or designee will ensure that the actions are completed.

<b>Step</b>	<b>Action</b>
1	CCC-913 has been approved and the approval date has been recorded in the system.
2	AD-1026 is on file for the applicable year for those seeking payment and the eligibility information is recorded in the web-based eligibility system.
3	CCC-902 is on file and a determination made, as is applicable for barley, canola, corn, upland cotton, ELS cotton, crambe, dried beans, dry peas, flaxseed, safflower, sesame seed, small and large chick peas, sorghum, soybeans, sunflower seed, temperate japonica rice, and wheat, under actively engaged and cash rent tenant provisions of 5-PL for the applicable year for persons and legal entities.
4	CCC-941, and CCC-942 if applicable, is on file for the applicable year for persons and legal entities and the certification information is recorded in the web-based eligibility system. See 5-PL.
5	All other eligibility determinations have been updated according to the determinations made by COC for persons and legal entities. See 5-PL.
6	Joint operation and entity ownership structure information is updated in Business File for the applicable year. See 3-PL (Rev. 2).
7	Substantive change values are updated according to 3-PL (Rev. 2).
8	Common attribution files are updated correctly for the applicable year. See 3-PL (Rev. 2).
9	Assignments and joint payees have been updated in NPS if CCC-36, CCC-37, or both were filed for MFP.
10	SF-1199A Direct Deposit has been received and recorded in financial applications, or a hardship waiver is on file. See 1-FI.

64 MFP Payment Reports

A Displaying or Printing MFP Payment Reports

MFP Payment Reports are available to provide information about each payment or nonpayment. Most of the payment reports have information that is common between program areas. Information about these reports is in 9-CM. The MFP Payment History Report – Detail has program-specific data so information for this report is in this handbook.

MFP Payment Report information is available according to the following.

Report Name	Type of Data	Reference
Submitted Payments Report	Live	9-CM, paragraph 63
Submitted Overpayments Report	Live	9-CM, paragraph 64
Pending Overpayment Report	Live	9-CM, paragraph 65
<p><b>Note:</b> The Pending Overpayment Report is accessed through the Pending Overpayment Summary Report according to 9-CM, paragraph 64.5.</p>		
Nonpayment/Reduction Report	Live	9-CM, paragraph 66
Insufficient Funds Report	Live	9-CM, paragraph 67
Payments Computed to Zero Report	Live	9-CM, paragraph 68
Payment History Report – Summary	Report Database	9-CM, paragraph 69
Payment History Report – Detail	Report Database	9-CM, paragraph 70

**Note:** See 9-CM, paragraph 52 for complete instructions on accessing the Common Payment Report System.

**65 Recording MFP Payments**

**A Recording Payments**

Recording State and county for the producer is to complete the MFP payment.

**Note:** The recording State and county for a producer is identified in the Subsidiary Eligibility System.

## Reports, Forms, Abbreviations, and Redelegations of Authority

### Reports

None.

### Forms

This table lists all forms referenced in this handbook.

Number	Title	Display Reference	Reference
AD-1026	Highly Erodible Land Conservation (HELIC) and Wetland Conservation (WC) Certification		17, 33, 60, 62, 63,
CCC-36	Assignment of Payment		60, 63
CCC-37	Joint Payment Authorization		63
CCC-781	Margin Protection Program for Dairy Producers (MPP-Dairy) Production History Establishment		32
CCC-800	Dairy Margin Coverage (DMC) Production History Establishment		32
CCC-902	Farm Operating Plan for Payment Eligibility 2009 and Subsequent Program Years		33, 60, 63
CCC-913	2019 Market Facilitation Program (MFP) Application	Ex. 36	Text
CCC-913 Continuation	2019 Market Facilitation Program Application (Continuation)	Ex. 36	45
CCC-913D	COC Determination for 2019 Market Facilitation Program	Ex. 37	46
CCC-941	Average Adjusted Gross Income (AGI) Certification and Consent to Disclosure of Tax Information		33, 60, 62, 63
CCC-942	Certification of Income from Farming, Ranching and Forestry Operations		33
FSA-211 - 211A	Power of Attorney (Includes FSA-211A, Power of Attorney Signature Continuation Sheet)		46
FSA-325	Application for Payment of Amounts Due Persons Who Have Died, Disappeared, or Have Been Declared Incompetent		60
FSA-578	Report of Acreage		Text, Ex. 15
SF-1199A	Direct Deposit Sign-Up Form		63

Reports, Forms, Abbreviations, and Redelegations of Authority (Continued)

Abbreviations Not Listed in 1-CM

The following abbreviations are not listed in 1-CM.

Approved Abbreviation	Term	Reference
AGI	Adjusted Gross Income	1, 17, 33, 62
CARS	Crop Acreage Reporting System	16, 30, 31, 45
CIMS	Comprehensive Information Management System	16, 30, 31, 45
DMC	Dairy Margin Coverage	16, 30, 32
IPIA	Improper Payment Improvement Act	3
MFP	Market Facilitation Program	Text and Exhibits
RMA	Risk Management Agency	Text

Redelegations of Authority

This table lists all redelegations of authority referenced in this handbook.

Redelegation	Reference
<p>COC may redelegate to the CED, in writing, the authority to approve all forms and documents prepared according to this handbook, except those in which the person approving has a monetary interest.</p> <p>Only the CED will approve applications for:</p> <ul style="list-style-type: none"> <li>• STC members</li> <li>• SED's or DD's</li> <li>• Federal and non-Federal County Office employees</li> <li>• COC members.</li> </ul> <p>Questionable cases may be referred to the next higher authority for determination.</p>	46 C



**Definitions of Terms Used in This Handbook**

The following definitions apply to MFP. The definitions in 7 CFR parts 718, 1400, and 1421 apply, except where they conflict with the definitions in 7 CFR 1409.

**Alfalfa**

Alfalfa means a stand of either pure alfalfa, or a mixture of alfalfa and grasses, legumes, or other forage in which 60 percent or more of the plant population is alfalfa.

**Commodity**

Commodity means an agricultural commodity produced in the United States intended to be marketed for commercial production that has been designated as eligible for assistance under MFP.

**Cover Crop**

Cover crop for the purposes of MFP means crops planted anytime from June 1 through August 1, 2019, including grasses, legumes, and forbs, for seasonal cover intended for harvest, but may be terminated by natural causes, such as frost, or intentionally terminated through chemical application, crimping, rolling, tillage, or cutting.

**Crop**

[7 CFR 1409.2] Commodity means the acreage for non-specialty crops and specialty crops.

**Crop year**

Crop year means for insurable crops, the crop year as defined according to the applicable crop insurance policy, and for NAP covered crops, the crop year as provided in **7 CFR 1437**.

**Determined Acreage**

Determined acreage means acreage established by a representative of FSA by use of official acreage, digitizing or planimetry areas on the photograph or other photographic image, or computations from scaled dimensions or ground measurements.

**Definitions of Terms Used in This Handbook (Continued)****Eligible Producer**

[7 CFR 1409.3] Eligible producer means a livestock producer, dairy producer, or a producer of a crop as designated as an eligible crop for assistance under MFP, who has an ownership interest in the commodity as one of the following:

- individual
- partnership
- corporation
- association
- trust
- estate
- other legal entity.

**Market Facilitation Program (MFP)**

[7 CFR 1409.3] MFP means the Market Facilitation Program funded by CCC and administered by the FSA.

**MFP Payment Rate**

MFP payment rate means the per acre value determined by: Historical acres and yields of non-specialty crops planted in that county and the amount of damage calculated due to tariffs represented as a per unit (for example, bushel or pound).

**Non-Specialty Crop**

Non-specialty crop means any of the following crops: alfalfa hay, barley, canola, corn, crambe, dried beans, dry peas, extra long staple cotton, flaxseed, lentils, long grain and medium grain rice, millet, mustard seed, oats, peanuts, rapeseed, rye, safflower, sesame seed, small and large chickpeas, sorghum, soybeans, sunflower seed, temperate japonica rice, triticale, upland cotton, and wheat. If warranted, additional non-specialty crops may be included in MFP in which case the availability of assistance will be specified in a NOFA published in the *Federal Register*

**Prevented Planted**

Prevented planted means the inability to plant the intended crop acreage with proper equipment during the established planting period for the crop type.

**Definitions of Terms Used in This Handbook (Continued)**

**Producer**

Producer means a livestock producer, dairy producer, or a producer of a crop as defined in 7 CFR 718.2.

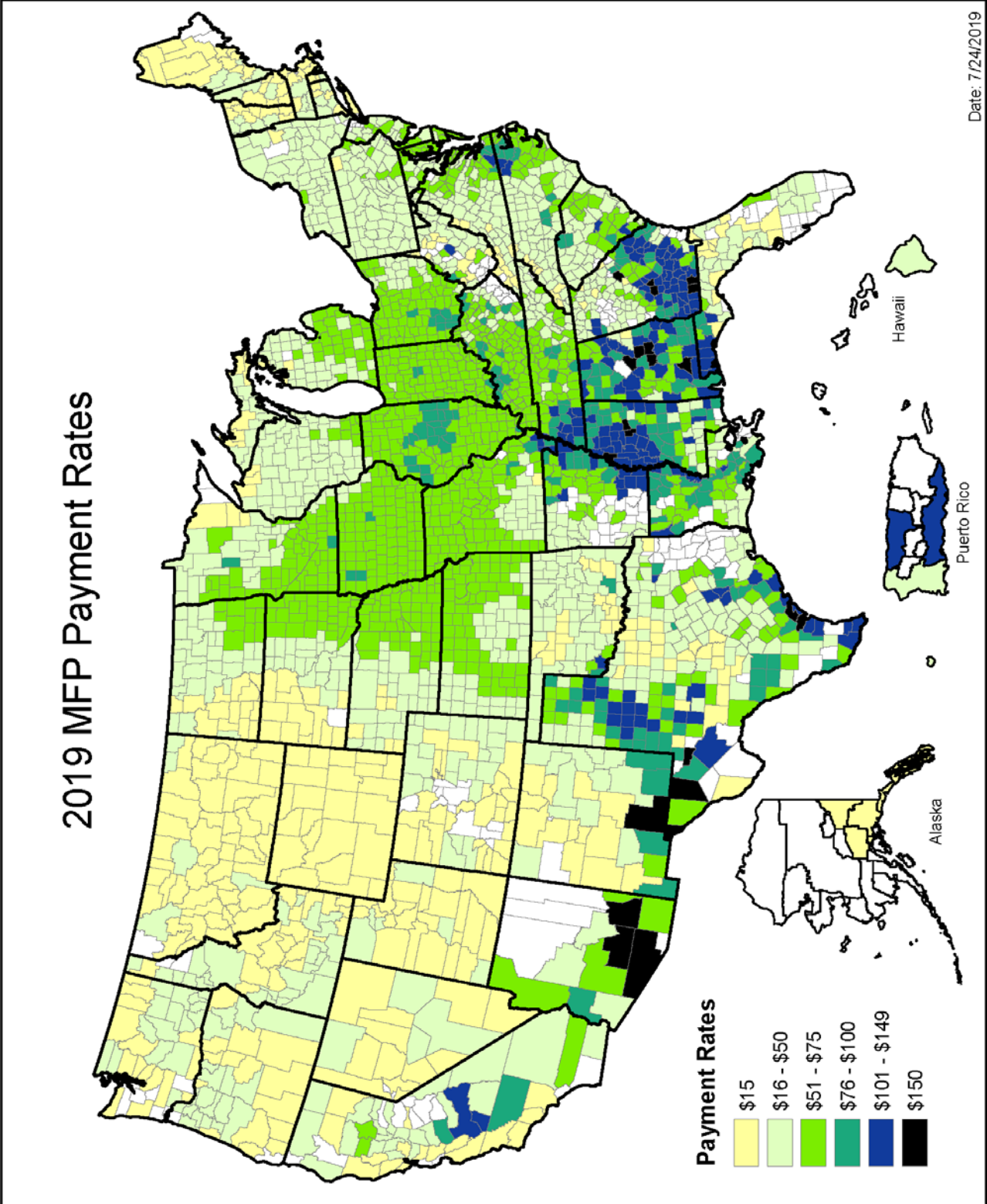
**Specialty Crops**

Specialty crops means any of the following crops: almonds, cranberries, cultivated ginseng, fresh grapes, fresh sweet cherries, hazelnuts, macadamia nuts, pecans, pistachios, and walnuts. If warranted, additional specialty crops may be included in MFP in which case the availability of assistance will be specified in a NOFA published in the *Federal Register*.



Map Displaying 2019 MFP Payment Rates

The following map displays the 2019 MFP Payment Rates.





## Excepted Acreage

\*--The general rule is that 2019 planted non-specialty crop acres and eligible cover crop acres planted behind approved 2019 prevented planted non-specialty crop acres cannot exceed 2018 planted and prevented planted non-specialty crop acres.

Producers who believe they are eligible for more than 2018 non-specialty crop acreage can request that excepted acres be added, not to exceed the producer's 2019 non-specialty crop acres and eligible cover crop acres and any limitation specified below. The producer is responsible for requesting this and for providing the County Office with information regarding the type of exception or exceptions being sought. County Offices are not responsible or obligated to search for any potential exceptions.

Excepted acreage can be taken into consideration only when a producer's reported total of 2019 planted non-specialty crop acreage and 2019 cover crop acreage **exceeds** the producer's 2018 planted and prevented planted non-specialty crop acreage. The producer **must** request the additional acreage planted to a non-specialty crop or planted cover crop acreage be considered as eligible excepted acreage, and to be added to the eligible MFP acres for payment. County Offices **must** use the Non-Specialty Excepted Acres Worksheet (located on the DAFP MFP Intranet site at <https://inside.fsa.usda.gov/program-areas/dafp/special-programs/mfp/index>) to determine the number of eligible excepted acres.

This exhibit clarifies situations that would make additional acreage reported as non-specialty crop or cover crop acreage in 2019 eligible as excepted acres. **In all cases listed below, the excepted acres cannot exceed the difference between 2019 planted non-specialty plus cover crop acres and 2018 planted and prevented planted acres.**

### A Expired CRP Acreage

If the 2019 planted acreage of non-specialty crops and cover crop acreage for a producer is greater than 2018 planted and prevented planted crop acreage, an adjustment can be made to the 2019 eligible MFP acres if the increase in 2019 planted non-specialty crop acreage or cover crop acreage was the result of a farm having additional cropland acres available for planting because of a 2018 expired CRP contract.

**Example:** Brad's 2018 non-specialty crop acres totaled 150 acres. Brad's 2019 non-specialty crop acres totaled 180 acres. Under MFP, Brad would be limited to 150 eligible non-specialty crop acreage. However, on 1 of the farms on which Brad had 2019 non-specialty crop acreage reported the farm had a 50-acre CRP contract that expired on September 30, 2018. Because there were 50 additional cropland acres available for planting to any crop on that farm in 2019, Brad's increase in non-specialty crop acreage can be permitted, not to exceed the actual difference between Brad's 2018 and 2019 non-specialty crop acreage and not to exceed the total amount of cropland released from CRP on the farm following 2018. Using this exception 30 acres can be added to Brad's 2019 eligible MFP non specialty crop acreage.

**Note:** For excepted acre provision, planted acres of non-specialty crop or cover crop acres do--\* not need to be on actual expired CRP contract acres.

**\*--Excepted Acreage (Continued)**

**B New Farmer**

A new farmer is a person/legal entity who **did not operate any non-specialty crop acreage** in the 2018 crop year. The new farmer's 2019 eligible MFP non-specialty crop acres will be limited to the 2018 reported non-specialty crop acres for that farm.

A new farmer is not to be confused with USDA's definition of a beginning farmer.

**Example:** Sean had no farming interest in 2018. In 2019, Sean planted 150 acres of non-specialty crop acres on the farm leased from Clay who recently retired in the fall of 2018. In 2018, Clay planted 120 acres of non-specialty crop acres. Sean's eligible 2019 MFP non-specialty crop acreage under MFP will be limited to 120 acres based on Clay's 120 non-specialty crop acres planted in 2018.

**Note:** If Clay did not report the 2018 planted crop acreage, Sean would be eligible for 0 acres.

**C Added Land/Share Changes/Entity Changes**

Added land is any acreage planted to a non-specialty crop in which a person/legal entity has a share interest in as reported in 2019 on FSA-578, but did not have share interest on all 2018 crop acreage, and was acquired as a result of 1 of the following:

- newly leased, transfer of ownership, or purchased farm
- a change in crop shares from 1 year to the next
- entity changes, such as an individual changing to a corporation.

County Offices will be required to review the FSA-578 filed for the 2018 crop year for that farm or tract to determine what was reported as planted and approved prevented planted for a non-specialty crop.

Added land is **not** land that was sod-busted or had never been planted to a crop in 2019. Producers are required to be in compliance with HELC/WC provisions on **all** of the farms they operate.

**Example 1 – Added Land**

**2018** - Bill planted 200 acres of non-specialty crops and reported on the 2018 FSA-578 as follows:

FSN 1 - 100 acres planted to non-specialty crop

FSN 2 - 100 acres planted to non-specialty crop--\*



**\*--Excepted Acreage (Continued)**

**C Added Land/Share Changes/Entity Changes (Continued)**

**Example 1 – Added Land (Continued)**

**2019** - Bill planted 250 acres of non-specialty crops and reported on the 2019 FSA-578 as follows:

FSN 1 - 100 acres planted to non-specialty crop

FSN 2 - 100 acres planted to non-specialty crop

**Added** Farm FSN 3 – 50 acres planted to non-specialty crop

Maximum potential excepted acres are limited to 50 acres (difference between 2018 and 2019).

Comparison of FSA-578 for FSN 3 filed in 2018 by the previous operator shows only 10 acres were planted to a non-specialty crop on that farm, therefore, the maximum **eligible** excepted acres are 10 acres and the total eligible MFP payment acres are limited to 210 acres.

**Example 2 – Share Change**

**2018** - Robert had a 50 percent share in Farm 200 where 100 acres of non-specialty crop acres were planted. (Robert's share: 50% X 100 acres = 50 acres of 2018 non-specialty crop)

**2019** - Robert had a 100 percent share in Farm 200 where 100 acres of non-specialty crop acres were planted. (Robert's share: 100% X 100 acres = 100 acres of 2019 non-specialty crop)

Because Robert's risk in Farm 200 changed from 50% to 100% an exception applies. Robert's eligible 2019 MFP acres will total 100 (50 acres are being automatically pulled from Farm 200's 2018 acreage report, the County Office will enter an additional 50 acres as excepted to account for the increased share interest in 2019 for a total eligible MFP acreage for Farm 200 of 100 acres).

**Example 3 – Entity Change**

**2018** - Laura farmed as an individual on Farm 300 and planted 150 acres of non-specialty crops.

**2019** - Laura formed an LLC that took over the operation of Farm 300 and planted 150 acres of non-specialty crops.

The 2018 acres for the entity will show zero because the entity was not the producer of record in 2018. In this situation, an exception will apply where the County Office will recognize the 2018 acres planted and/or prevented planted by Laura to compare to the 2019 non-specialty crop planted acres of the LLC.--\*

**Excepted Acreage (Continued)**

**D Fallow/Rotation**

\*--Land that is part of an approved rotation system are eligible as excepted acres, including:

- fallow
- an established planting pattern of rotating crops, such as alfalfa.--\*

**Note:** Acreage devoted to rotations systems **must** be supported by historical FSA-578 acres and approved by COC.

**Example – Fallow Acreage**

**2018 FSA-578**

FSN 1 – 300 acres of wheat

FSN 2 – 400 acres of fallow

**2019 FSA-578**

FSN 1 – 300 acres of fallow

FSN 2 – 400 acres of wheat

2018 acres planted to non-specialty: 300

2019 acres planted to non-specialty: 400

Because of the fallow rotation, 100 acres are excepted acres and a total of 400 acres of non-specialty crop acres are eligible for MFP (2018 planted 300 acres plus 100 acres excepted because of fallow).

**Note:** Land reported as “idle” instead of fallow may be considered eligible if there is a rotation history of idle and non-specialty crop planted acres.

**\*--Excepted Acreage (Continued)**

**E Alfalfa Acreage Not Recorded/Certified in 2018**

If 2019 acres of non-specialty crops are greater than 2018 because the producer did not report alfalfa acreage in 2018, assume the alfalfa existed in 2018 even though it was not reported. **Do not accept a late filed acreage report for the alfalfa acres for 2018.** Adjust payment acres accordingly for this exception.

**Example – Alfalfa Not Reported**

**2018** FSA-578 (500 acres)

FSN 1 – 255 acres of non-specialty crops

FSN 2 – 245 acres of non-specialty crops

Producer did not report 100 acres of alfalfa on FSN 1.

**2019** FSA-578 (600 acres)

FSN 1 – 255 acres of non-specialty crops and 100 acres of alfalfa

FSN 2 – 245 acres of non-specialty crops

Excepted acres to be added to the application = 100 acres

Total eligible MFP acres are 600 (500 from the 2018 acreage plus 100 excepted acres).

**F Approved Double Crop**

Wheat planted, followed by soybeans as approved double crop. This is not an excepted acres example. See subparagraphs G and H for double-cropped excepted acreage scenarios.

**2018:**

FSN 1: 100 acres of wheat followed by 100 acres of soybeans

**2019:**

FSN 1: 100 acres of wheat followed by 100 acres of soybeans

**Result: 200 acres eligible for MFP.--\***

**\*--Excepted Acreage (Continued)**

**G Double-Crop Rotation**

**2018:**

FSN 1: 100 acres of soybeans planted

**2019:**

FSN 1: 100 acres of wheat planted, followed by 100 acres of soybeans in an approved double crop

**Result: Only if COC determines there is a normal rotation practice for the county can the double-cropped acreage be considered excepted to recognize and include the 100 acres of soybeans planted in 2019. If recognized by COC, total acres eligible for MFP in this example would be 200 acres.**

**H Not an Approved Double Crop – Prevent Plant Corn, Followed by Soybeans**

**2018:**

FSN 1: 100 acres of corn planted

**2019:**

FSN 1: 100 acres of corn prevented planting followed by 100 acres of soybeans planted for grain

**Result: 100 acres of non-specialty crop eligible for MFP (based on the subsequently planted soybeans in 2019).--\***

**\*--Reduced Payment Letter Example**

Following is an example of the reduced payment letter.

Ms. Dawson Ness  
5 Rural Road  
Anytown, IA 11111

Dear Ms. Ness:

This letter is in reference to an application you filed with the Farm Service Agency (FSA) seeking assistance under the Market Facilitation Program (MFP).

Your payment application was processed, and a payment issued. However, after processing the payment, a change was made which reduced the total number of acres eligible for payment. This may resolve itself by the time a final payment is issued. For some (where FSA is making 100 percent of the payment scheduled for the crop and county; in other words, in the first round of payments), an overpayment could calculate. If an amount owed rather than payable is determined, you will be notified of the amount owed.

MFP payments are limited to actual total eligible payment acres at the approved payment rate for the crop or commodity.

If you believe we have not properly reviewed and processed your application, you may appeal this determination to the county committee by filing a written request no later than 30 calendar days after you receive this notice in accordance with the FSA appeal procedures found at 7 CFR Part 780. If you appeal to the county committee, you have the right to an informal hearing which you or your representative may attend either personally or by telephone. If you appeal this determination to the county committee, you may later appeal any adverse determination of the county committee to the FSA State committee or the National Appeals Division. To appeal, write to the county committee at the following address and explain why you believe this determination is erroneous.

Anywhere County FSA Committee  
55 Main Street  
Anytown, IA 12346-6543

If you do not timely file an appeal of this determination, this will be the final administrative determination with respect to this matter in accordance with regulations at 7 CFR Part 780.

Sincerely,

Jenny Farmer  
CED

Attachment CCC-913 (Copy)

--\*



**\*--Non-Payment Letter Example**

Following is an example of the non-payment letter.

Mr. Arch Stanton  
3 Littleton Rd  
Somewhere, OH 12345-9876

Dear Mr. Stanton:

This letter is in response to your application for payment (CCC-913) under the 2019 Market Facilitation Program (MFP).

FSA processed your application and determined you are not due a payment.

If you believe we have not properly reviewed and processed your application, you may appeal this determination to the county committee by filing a written request no later than 30 calendar days after you receive this notice in accordance with the FSA appeal procedures found at 7 CFR Part 780. If you appeal to the county committee, you have the right to an informal hearing which you or your representative may attend either personally or by telephone. If you appeal this determination to the county committee, you may later appeal any adverse determination of the county committee to the FSA State committee or the National Appeals Division. To appeal, write to the county committee at the following address and explain why you believe this determination is erroneous.

Somewhere County FSA Committee  
55 Main St  
Somewhereville, OH 12346-6543

If you do not timely file an appeal of this determination, this will be the final administrative determination with respect to this matter in accordance with regulations at 7 CFR Part 780.

Sincerely,

Sharina Farmer  
County Executive Director

--\*





CCC-913, 2019 Market Facilitation Program (MFP) Application

A Example of CCC-913

Following is an example of CCC-913, page 1, which contains the recording County Office, Producer Contact information, certification of livestock production, and certification of MFP non-specialty crops.

This form is available electronically.		OMB Control No. 0560-0292 OMB Expiration Date: 04/30/2022			
CCC-913 (07-29-19)		U.S. DEPARTMENT OF AGRICULTURE Commodity Credit Corporation			
<b>2019 MARKET FACILITATION PROGRAM (MFP) APPLICATION</b>					
<p><b>NOTE:</b> The following statement is made in accordance with the Privacy Act of 1974 (5 USC 552a - as amended). The authority for requesting the information identified on this form is Sec. 5 of the Commodity Credit Corporation Act [15 U.S.C. 714 et seq.]. The information will be used to determine producer eligibility to participate in and receive benefits under the Market Facilitation Program 2019. The information collected on this form may be disclosed to other Federal, State, Local government agencies, Tribal agencies, and nongovernmental entities that have been authorized access to the information by statute or regulation and/or as described in applicable Routine Uses identified in the System of Records Notice for USDA/FSA-2, Farm Records File (Automated) and USDA/FSA-14, Applicant/Borrower. Providing the requested information is voluntary. However, failure to furnish the requested information will result in a determination of ineligibility concerning the processing of the 2019 Market Facilitation Program payment request.</p> <p>According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0560-0292. The time required to complete this information collection is estimated to average 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The provisions of appropriate criminal and civil fraud, privacy, and other statutes may be applicable to the information provided. <b>RETURN COMPLETED FORM TO YOUR COUNTY FSA OFFICE.</b></p>					
<b>PART A – RECORDING COUNTY OFFICE (FOR COC USE ONLY)</b>					
1A. Recording State & County Office Name		1B. Recording County Office Address	1C. Recording County Office Telephone No. (Include Area Code)		
			1D. Recording County Office Fax No. (Include Area Code)		
<b>PART B - PRODUCER CONTACT INFORMATION</b>					
2A. Producer Name		2B. Producer Address	2C. Contact Producer's Name		
			2D. Contact Producer's Telephone No. (Include Area Code)		
<b>PART C – LIVESTOCK</b>			<b>COC USE ONLY</b>		
3. Commodity	4. Unit of Measure	5. Actual Production (Producer's Share)	6. Adjusted Production		
DAIRY (DMC historical production)	cwt				
HOGS (4/01/19 – 5/15/19 Inventory)	head				
<b>PART D – NON-SPECIALTY CROPS</b>			<b>COC USE ONLY</b>		
7. Physical State Name	8. Physical County Name	9. Eligible 2019 MFP Acres	10. Eligible MFP Cover Crop Acres	11. Adjusted Eligible 2019 MFP Acres	12. Adjusted Cover Crop Acres

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (800) 832-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov). USDA is an equal opportunity provider, employer, and lender.



CCC-913, 2019 Market Facilitation Program (MFP) Application (Continued)

**B Instructions for Completing CCC-913**

The following table provides instructions for completing a manual CCC-913.

**Note:** All CCC-913's received in the County Office **must** be recorded in the MFP application system.

Item	Instructions
<b>Part A Recording County Office (For COC Use Only)</b>	
Items 1A through 1D will be completed using the producer's recording county information as recorded in the subsidiary system.	
1A	Enter the recording State and county.
1B	Enter the recording County Office address including the ZIP Code.
1C	Enter the recording County Office telephone number including the Area Code.
1D	Enter the recording County Office FAX number including the Area Code.
<b>Part B Producer Contact Information</b>	
Items 2A through 2D will be completed by the producer applying for MFP.	
<b>Note:</b> The producer must have a record in Business Partner.	
2A	Enter the producer's name.
2B	Enter the producer's address including the ZIP Code.
2C	Enter the contact producer's name (if different from item 2A) or the name of the authorized representative.
2D	Enter the contact producer's telephone number including the Area Code.
<b>Part C Livestock</b>	
Items 4 through 9 are to record production information for the commodity.	
3	Displays the eligible commodity.
4	Displays the unit of measure for the commodity.
5	Enter the net quantity of the <b>producer's share</b> of the <b>total</b> production for the selected commodity, for: <ul style="list-style-type: none"> <li>• Dairy - enter production in hundredweight (CWT)</li> <li>• Hogs - enter the number of live hogs on a selected date between April 1 through May 15, 2019.</li> </ul> <p><b>Example:</b> Members of an informal joint venture have a share interest of 50 percent each on 2000 head of hogs. Each member will complete a separate CCC-913 and enter 1000 (head) in Item 5 to represent their share of the actual production.)</p>
6	COC representative will enter adjusted total production if the quantity is determined to be unreasonable or inaccurate, or it is adjusted to reflect the actual production based upon submitted production evidence. <p><b>Note:</b> This is for COC Use Only</p>

CCC-913, 2019 Market Facilitation Program (MFP) Application (Continued)

**B Instructions for Completing CCC-913 (Continued)**

Item	Instructions
<b>Part D Non-Specialty Crops</b>	
7	Enter the physical State where all eligible non-specialty crops were planted.
8	Enter the physical county where all eligible non-specialty crops were planted.
9	Enter the smaller acreage from Items 7 and 8: <ul style="list-style-type: none"> <li>• Total Planted Acres for 2019. or</li> <li>• Total Planted and Prevented Planted Acres for 2018.</li> </ul> <b>Note:</b> If the 2019 acres are greater than 2018 acres, include any eligible Excepted Acres, such as expired 2018 CRP Acres.
10	Enter the Eligible MFP Cover Crop Acres only if 2019 acres are less than 2018 acres. <b>Note:</b> Eligible Prevented Planted Acres must be planted to a cover crop planted by August 1, 2019.
11	COC representative will enter adjusted Eligible 2019 MFP Acres if the acres are determined to be unreasonable or inaccurate. <b>Note:</b> This is for <b>COC Use Only</b>
12	COC representative will enter adjusted Cover Crop Acres, if the acres are determined to be unreasonable or inaccurate. <b>Note:</b> This is for <b>COC Use Only</b>
<b>Part E Specialty Crops</b>	
13	Enter the eligible specialty commodity.
14	Enter the physical State for the Specialty Commodity.
15	Enter the physical county for the Specialty Commodity.
16	Enter the total planted acres for 2019 from items 14 and 15 associated with the commodity in item 13.
17	COC representative will enter adjusted Total Plant Acres for 2019 for item 13, if the acres are determined to be unreasonable or inaccurate. <b>Note:</b> This is for <b>COC Use Only</b>
<b>Part F Producer Certification</b>	
18A	Producer or authorized representative <b>must</b> sign Part F to apply for 2019 MFP benefits.
18B	Enter title and/or relationship of the individual signing in a representative capacity. <b>Note:</b> If the producer signing is not signing in representative capacity, this item should be left blank.
18C	Producer enters the date the CCC-913 is signed in Item 18A.





**CCC-913D, COC Determination for 2019 Market Facilitation Program**

**A CCC-913D, COC Determination for 2019 Market Facilitation Program**

Following is an example of CCC-913D COC Determination for 2019 Market Facilitation Program, which is used to record the COC determination for each payment request a producer submits for a MFP commodity.

1. Producer Name		2. Recording State	3. Recording County	4. MFP Application No.	
5. Commodity Category	6. Signature of COC Representative		7. Title/Position of COC Representative	8. Date (MM-DD-YYYY)	9. Action
					<input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED
					<input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED
					<input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED
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					<input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov). USDA is an equal opportunity provider, employer, and lender.

