

UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency
Washington, DC 20250

**Noninsured Crop Disaster Assistance
Program for 2015 and Subsequent Years
1-NAP (Revision 2)**

Amendment 5

Approved by: Acting Deputy Administrator, Farm Programs



Amendment Transmittal

A Reasons for Amendment

Subparagraph 4 E has been added to provide that STC will review and approve laboratories in the State from which forage analysis results will be accepted for quality loss.

Subparagraph 6 A has been amended to provide that COC will submit recommendations to STC seeking approval of forage analysis laboratories from which forage analysis results will be accepted for quality loss.

Subparagraph 209 A has been amended to clarify that quality loss adjustments are made to harvested production to count and will be entered into the NAP covered producer's APH database as part of the actual yield.

Subparagraph 209 C has been amended for clarity.

Subparagraph 209 D has been amended for clarity and to reference paragraphs 809 through 811 for forage quality loss adjustments.

Paragraphs 809 through 811 have been added to include forage quality loss provisions effective beginning crop year 2016.

Exhibit 2 has been amended to add the definition of relative feed value (RFV).

Exhibit 53, step 29 has been amended to reference paragraph 810 for calculating production **not** to count using RFV.

Exhibit 62 has been amended to clarify instructions and provide an updated CCC-576C example.

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4 STC Responsibilities (Continued)**B County-Expected Yields**

STC will:

- establish and recommend NAP county-expected yields according to paragraph 276
- establish acres per AU and normal grazing days for forage according to paragraph 277
- identify COC with authority to adjust AUD according to subparagraph 804 E
- forward recommended county-expected yields and established acres per AU and normal grazing days to DAFP according to paragraph 11.

C Average Market Price and Payment Factors

STC will establish:

- and recommend average market prices according to paragraph 278
- payment factors according to subparagraph 279 B
- average market prices and payment factors at least 120 calendar days before the sales closing date for the crop.

D Establishing Reporting Deadlines and Other Applicable Dates

STC will establish the following dates for all crops for which CCC-471 may be submitted by a producer in the State:

- final planting dates
- planting periods for multiple-planted crops according to paragraph 206
- normal harvest date
- application closing date according to paragraph 300
- acreage reporting date according to 2-CP.

4 STC Responsibilities (Continued)

***--E Approving Laboratories for Forage Analysis**

STC will review and approve laboratories in the State from which forage analysis results will be accepted for quality loss.--*

F Publicizing Applicable Reporting Dates and Other Deadlines

STC will ensure publication of NAP provisions, including deadlines for submitting the following:

- application for coverage
- notice of loss
- application for payment
- change of ownership, operation, or share
- report of production
- certification of APH and approved yield
- acreage reporting date
- premium payment dates.

G Appeals

STC will ensure that appeals are handled according to 1-APP.

5 SED Responsibilities

A Responsibilities

SED will ensure that State and County Office employees:

- administer NAP according to regulations and procedures
- are thoroughly trained
- understand the intent of NAP
- are alert to possible abuses of NAP.

B Publicizing NAP Information

SED will instruct and ensure that County Offices:

- publicize NAP
- maintain an accurate record of all publicity efforts.

C Training

SED will manage resources to facilitate adequate training to County Office employees to ensure that policy and procedures are administered:

- uniformly within the State
- according to NAP guidelines.

D Loss Adjustment Agreements and Training

SED will ensure that State Office follows 2-NAP to obtain the services of certified LA's.

6 COC Responsibilities

A Responsibilities

COC will ensure that:

- CCC-471's are accepted from all interested producers and processed according to this handbook
- service fees or CCC-860's are collected according to paragraph 303
- if CCC-471 is accepted according to paragraph 301, that the following documents filed by producers are processed as follows:
 - notice of loss, CCC-576, Part B, according to paragraph 575
 - application for payment, CCC-576, Parts D through F, according to paragraph 675
- program and producer eligibility determinations are thoroughly documented
- determinations, yield assignments, loss adjustment appraisals, production assignments, and measurements are made in a timely manner
- crop acreage, honeybee colonies, and tree taps ineligible for NAP are each maintained in SNAPP according to paragraph 380
- *--recommendations of forage analysis laboratories, from which forage analysis results will be accepted for quality loss, are submitted to STC for approval--*
- COC minutes document and represent a record of determinations
- premiums are collected, if applicable, according to paragraph 304
- payments are made in a timely manner
- second-party reviews are conducted on all payment calculations on each application for payment (CCC-576, Parts D through F), **before** COC approval

Note: The employee performing the second-party review **must** initial and date applicable documents.

209 Quality Loss Option for Certain Approved Crops That Is Available Under Buy-Up NAP Coverage Only

A Background

* * *

To provide improved risk protection under buy-up coverage for certain crops approved by DAFP, the NAP payment calculation for yield losses will allow an adjustment of harvested production because of quality losses resulting from an eligible cause of loss in a coverage period. The quality loss option is only available for a crop if a producer has elected buy-up coverage for the crop.

Note: If a crop and location are approved for the quality loss option for an ensuing coverage period and a quality loss adjustment to harvested production is made, the resulting harvested production to count will be entered into the NAP covered producer's APH database. For example, if a crop's harvested production is reduced by 20 percent because of a loss of quality, the reduced harvested production figure will be entered as part of the actual yield into the APH database to be used for future year approved yield calculations.

If buy-up coverage is obtained for the crop and the crop is approved for NAP quality losses for the ensuing coverage period, and all other quality loss and NAP eligibility provisions are satisfied, a quality loss adjustment to harvested production can be made. Conversely, if a producer seeks quality adjustments as part of an Application for Payment for a crop for which buy-up coverage was obtained, and the option is either **not** approved for the crop and location or the producer fails to provide sufficient evidence to support a quality loss adjustment, a quality loss adjustment will be **not** be made.

B Non-Applicability of the Quality Loss Option

The quality loss option is **not** applicable to or available for any of the following:

- crops that are marketed in another actual use than an intended use, for example, marketed as processed, but intended fresh market
- crops having only basic 50/55 NAP coverage selected on CCC-471

209 Quality Loss Option for Certain Approved Crops That Is Available Under Buy-Up NAP Coverage Only (Continued)**B Non-Applicability of the Quality Loss Option (Continued)**

- value-loss crops
- a crop and location that was **not** requested specifically by STC and approved for an ensuing coverage period by DAFP
- quality losses that are **not** the direct result of an eligible cause of loss in the coverage period for an eligible covered crop
- production that **cannot** be marketed merely because of a loss of market demand.

C Quality Adjustment Overview

A quality adjustment factor will be used to reflect quality discounts received by producers *--because of an eligible cause of loss during the coverage period. Quality adjustment factors--* will be established by county, crop, type, and intended use.

States have the option of requesting and setting up the quality adjustment factor in a county on a NAP crop for which documentation exists and supports an appropriate adjustment.

209 Quality Loss Option for Certain Approved Crops That Is Available Under Buy-Up NAP Coverage Only (Continued)

D Requesting the Quality Option for Buy-Up Crops From DAFP

- *--Crops, other than forage, and locations eligible for quality adjustments **must be--*** recommended to DAFP by STC no later than 60 calendar days before the application closing date for the crop to receive consideration for inclusion for an ensuing coverage period. Approval by DAFP will be issued in advance of the coverage period **only** if supporting documentation of industry accepted standards for quality discounts are available.
- *--Harvested production will be adjusted **only** if buy-up coverage is elected and the covered producer satisfies all other requirements. An adjustment will **not** be made if a producer elects only basic 50/55 NAP coverage for a crop.

Note: See paragraphs 809 through 811 for forage quality loss adjustments.--*

STC will submit the following to DAFP, if STC recommends a NAP crop or crops for quality loss adjustment under this paragraph:

- a summary memorandum detailing the nature of the quality loss adjustment being sought
- the list of NAP crops for which the quality loss adjustment is being sought
- the application closing date for each of the crops
- the details and documentation of the standards and how quality is measured or determined, including information about when and how the quality loss is documented and how the quality loss results in an adjustment to production
- information from local elevators, buyers, and State crop associations reflecting general quality reduction grading factors and the applicable deductions.

State Offices will follow paragraph 11 to submit recommendations.

209 Quality Loss Option for Certain Approved Crops That Is Available Under Buy-Up NAP Coverage Only (Continued)

E Example of Possible Quality Adjustment

The following is an example of a crop that received quality adjustment approval for buy-up NAP coverage. The example and approval are both hypothetical and assume all other eligibility provisions are met.

Example 1: USDA Standards

Crop A has USDA Grading standards Grade 1, Grade 2, and Substandard. All 3 standards are marketable, but at reduced production value. The NAP average market price of the crop is \$40 per cwt. and the corresponding values of the grades are:

Grade 1:	\$50 per cwt
Grade 2:	\$25 per cwt
Substandard:	\$5 per cwt.

The quality adjustment factor for Grade 2 will be 0.625 (25/40) and the quality adjustment factor for Substandard will be 0.125 (5/40). These factors will be applied to the amount of production at each grade. Actual market price is **not** applicable to the quality adjustment.

Example 2: Market Standards

Crop B does **not** have USDA standards, but the market dictates that a “brown” condition is **not** marketable at the same value as a “green #1” produce. STC has established that the value of “brown” produce is between 50 percent and 70 percent of the “green #1” on average in the State or for the location specified. In this case, the quality adjustment factor for “brown” produce will be the highest factor in the range (0.70) and the actual market price is **not** applicable to the quality adjustment.

Notes: Standards that result in a lower production weight will **not** be eligible for quality adjustments, **unless** the lower production weight is **not** commensurate with the reduced value.

Multiple reductions of production **cannot** be made for a specific quantity of production. For example if there are approved reductions for a “color condition” and approved reductions for a “size deficiency”, apply the greater of the reductions and do **not** apply the sum of all the reductions.

210-274 (Reserved)

**808 Examples and Explanations of NAP Grass for Grazing Worksheet Calculations
(Continued)**

E Section D, Privately Owned and Leased Land Section

The example in this section shows how the NAP Grass for Grazing Worksheet calculates the acreage to enter in the automated software for a carrying capacity of “1” acre per AU for privately owned and/or leased land for producers with public lands scattered throughout their private land holdings.

Example: Producer has public lands scattered throughout her private land holdings. The producer reports 1500.0 acres of native pasture intended for grazing in CARS. The producer’s carrying capacities and grazing days for the native pasture are as follows:

500.0 acres native pasture, 64 acre per AU carrying capacity, 365 grazing days
 500.0 acres native pasture, 64 acre per AU carrying capacity, 185 grazing days
 250.0 acres native pasture, 90 acre per AU carrying capacity, 365 grazing days
 250.0 acres native pasture, 58 acre per AU carrying capacity, 365 grazing days.

The calculations to determine the acres to enter into the automated system as a carrying capacity of “1” acre per AU are as follows:

500.0 acres ÷ 64 acre per AU = 7.8125 acres
 500.0 acres ÷ 64 acre per AU = 7.8125 acres ÷ 365 NCT grazing days =
 0.0214 AU’s per day x 185 days = 3.96 acres
 250.0 acres ÷ 90 acre per AU = 2.778 acres
 250.0 acres ÷ 58 acre per AU = 4.3103 acres.

808 Examples and Explanations of NAP Grass for Grazing Worksheet Calculations (Continued)

E Section D, Privately Owned and Leased Land Section (Continued)

The following worksheet displays the entries required to obtain the acres to enter in the NAP software for this example of a producer with public lands scattered throughout their private land holdings.

20. Farm Number	21. Producer Share	22. Certified Acreage	23. Acreage per Carrying Capacity	24. % of Loss	25. Carrying Capacity	26. Start Grazing Days	27. End Grazing Days	28. Grazing Days	29. NCT Grazing Days	30. AUD's	31. Acres to Enter
1	100%	1500.0	500.0	75	64	1/1/2015	12/31/2015	366	365	285938	7.83
			500.0		64	3/1/2015	9/1/2015	185		144531	3.96
			250.0		90	1/1/2015	12/31/2015	366		101667	2.79
			250.0		58	1/1/2015	12/31/2015	366		157759	4.32
Total										18.9	

Note: 18.9 acres will be automatically calculated and entered in items 31 and 32. Acres in item 32 **must entered in the NAP software according to** forthcoming 3-NAP on the Grazing AUD Loss Calculations Screen in the “Planted Acres” field and in the “Private/Leased” acres field with the name of the lessor using a carrying capacity of “1” acre per AU, for example, Juan Valdez.

*--809 Quality Loss for Forage Crops With Buy-Up Coverage

A Background

Beginning with crop year 2016, DAFP has determined RFV is the number used to measure forage quality. RFV is an index that ranks forage by potential digestible DM intake that is calculated from digestible DM and DM intake.

B Eligibility

Producers of mechanical harvested hay or forage having buy-up NAP coverage with an approved notice of loss on file may be eligible for an adjustment to harvested production because of a loss of quality if the quality loss is **both** of the following:

- attributable to an eligible cause of loss in the coverage period before harvest
- documented with analysis that includes RFV from an approved laboratory.

Note: Harvested production will be adjusted downward for quality losses occurring from an eligible cause of loss in the coverage period. Resulting harvested production will be used for both unit loss and approved yield purposes. See paragraph 209.

C Ineligible Causes of Loss

Forage production will **not** be adjusted for quality for any losses occurring:

- outside the coverage period
- after harvest
- during storage
- because of management decisions for anything other than an eligible cause of loss
- without verifiable analysis documentation with RFV from an approved laboratory
- on unharvested acres or production, for example assigned or appraised.

Example 1: Hay stored in the field is damaged by flood and subsequently suffers a loss of quality. The forage is **not** eligible for a quality loss adjustment to harvested production.

Deterioration of the crop after harvest because of storage practices is **not** eligible for a quality loss. In addition, hay in the bale is considered harvested and losses occurring after harvest are outside the coverage period and ineligible.

Example 2: Forage left in the windrow too long is sunburned and subsequently suffers a loss of quality. The forage is **not** eligible for a quality loss adjustment to harvested production. Forage **not** properly cured is ineligible for quality loss.--*

--809 Quality Loss for Forage Crops With Buy-Up Coverage (Continued)*D Quality Loss Documentation**

Producers **must** provide written verifiable evidence indicating the quality loss and acceptable production evidence for the quantity. The verifiable evidence for quality loss **must** be specific to the affected quantity.

Note: All production and RFV **must** be on DM basis.

The loss in quality of forage production impacted by an eligible cause of loss in the coverage period **must** be documented using evidence specific to a cutting and quantity of production. Documentation **must** be dated and contain specific production information related to the quality affected production. COC will review the evidence and determine whether the evidence meets program requirements. It is important to remember that:

- a quality adjustment will **not** be made to harvested production if COC is **not** satisfied the evidence meets program requirements
- if a quality adjustment is made to harvested production, the adjusted production for the unit will be used for both unit loss and approved yield purposes.

Note: Production may **not** be adjusted for quality without an acceptable quality analysis, including RFV from an approved laboratory.

Example 1: The producer provided a forage analysis using the third cutting of hay and actual measurements corresponding to the forage analysis sample.

In this example, a forage analysis using the third cutting of hay will **only** be applicable to the quantity of production from the third cutting and may **not** be used to document losses from other cuttings.

Example 2: Producer provided a statement from Custom Harvest Company that 400 round bales of hay were baled for Clay Farms weighing approximately 700 pounds per bale. The producer had 1 forage analysis that was dated June 15, 2016; however, it did **not** indicate the amount of production. The documentation did **not** provide details on the number of samples relative to a specific quantity of production the analysis represented. The producer could **not** provide information necessary for COC to determine whether the sample and analysis is representative according to subparagraph E.

In this example, COC will **not** permit a quality loss adjustment.--*

--809 Quality Loss for Forage Crops With Buy-Up Coverage (Continued)*E Forage Sampling and Analysis**

Producers interested in obtaining an adjustment to harvested production for a loss of quality **must** obtain a sufficient number of representative samples for the quantity of forage harvested at the time of harvest for the quality affected production, using a sampling rate and method considered representative and acceptable by COC. Producers **must** provide information about how sampling was taken, by whom, and when. This information **must** be presented when evidence of a quality loss is submitted by the producer.

Notes: Laboratory, State university, or other information available may provide guidelines for the number of representative samples. In general, the number of samples required for a quantity of forage will increase with the amount of forage harvested.

In this context, at the time of harvest means as close to the date of harvest as is practicable. If sampling occurs too long after harvest, as determined by COC, COC will reject the documentation to support a quality loss adjustment.

Producers are responsible for any and all costs associated with sampling and analysis. FSA will **not** pay or reimburse producers for costs associated with sampling or analysis.

COC's may spot check forage analysis by obtaining documents from the laboratory at any time, or if COC is concerned whether the analysis meets NAP requirements.

COC's **must** be satisfied that the sampling and documentation of forage analysis meet requirements for hay and forage quality loss determinations.

COC's will authorize adjustments of harvested production only for quantities affected by an eligible cause of loss in the coverage period, sampled at an appropriate time to determine quality loss coming from the eligible cause of loss, and represented with acceptable documentation of the measured loss of quality, for example RFV.

F Approved Laboratories for Forage Analysis

Quality losses for hay and forage crops **must** be documented with an RFV analysis from either of the following:

- a State University laboratory
- other laboratories approved by STC.--*

***--810 Determining Amount of Forage Quality Loss**

A Review of Forage Quality Analysis

This table outlines the steps COC will take when receiving and reviewing forage laboratory analysis associated to quality loss. COC will review, accept, and process production records according to paragraph 601.

Step	Action
1	Date stamp original hard copy laboratory analysis with county name.
2	Photocopy original date-stamped hard copy laboratory analysis submitted by producer.
3	Place photocopied date-stamped laboratory analysis in the producer's county file.
4	Return original date-stamped laboratory analysis to the producer. Note: The original date-stamped laboratory analysis can only be returned to the producer if the photocopies have been made and placed in the producer's FSA file.
5	Review producer's FSA file for previously submitted laboratory analysis. Ensure that laboratory analysis is not a duplicate.
6	Ensure that producer understands that the laboratory analysis must be both of the following: <ul style="list-style-type: none"> • submitted with the associated cutting and quantity of harvested production • for the correct unit, crop year, and acreage.
7	COC will review each laboratory analysis submitted by producer to ensure that the laboratory analysis: <ul style="list-style-type: none"> • is dated and/or identifies the cutting • includes RFV • is from an approved laboratory • includes type of forage • is represented as DM. Note: After copies of the laboratory analysis have been placed in the producer's file in the county, they will not be removed or returned to the producer.
8	Calculate production loss because of quality according to subparagraphs B and C.

--*

***--810 Determining Amount of Forage Quality Loss (Continued)**

B RFV Ranges for Forage Categories

Forages ranked by RFV are assigned a quality grade ranging from a high value through a low value to calculate a loss in production based on quality. These amounts are considered the range in which forage starts to suffer a quality loss until the value of the forage no longer qualifies as a viable feedstuff. DAFP has determined to use the following RFV ranges to calculate quality loss.

Forage Categories	Low RFV	High RFV
Alfalfa	75	151
Alfalfa Mix	75	151
Other Hay	60	111
Small Grains	78	120
Sorghum Forage	71	109

All varieties of forage will fall under 1 of these categories as defined in paragraph 801.

If STC determines the DAFP-determined RFV ranges to **not** accurately represent forage quality values applicable to the State, STC’s may submit documentation to DAFP recommending a change, or changes, to the values. All recommendations **must** be submitted to DAFP no later than 60 calendar days **before** the earliest application closing date.

Any RFV value less than the established high will result in a quality adjustment to harvested production. The quality adjustment will be entered as production **not** to count.

Note: Disaster level must be met to qualify for NAP payment.--*

***--810 Determining Amount of Forage Quality Loss (Continued)**

C Manual Calculation of Forage Quality Loss Production Not to Count Using RFV

Eligible harvested hay and forage production **not** to count that is affected by an eligible quality loss will be calculated using RFV as follows.

Step	Action
1	<p>Determine for each sample in a specific forage category the quality loss by subtracting the analysis actual RFV from the county's high RFV.</p> <p>Example: County High RFV for Alfalfa = 151 Producer Forage Analysis RFV = 115</p> <p style="text-align: center;">151 County High RFV - 115 Analysis RFV = 36 Quality Loss</p>
2	<p>Determine for each sample in a specific forage category the percent of quality loss by dividing the quality loss by the range (difference between the county's high RFV and the county's low RFV).</p> <p>Example: County High RFV for Alfalfa = 151 County Low RFV = 75 Quality Loss = 36</p> <p style="text-align: center;">151 County High RFV - 75 County Low RFV = 76 Range 36 Quality Loss ÷ 76 Range = 47.37 Percent Quality Loss</p>
3	<p>Determine for each sample in a specific forage category, the harvested production not to count by multiplying the percent quality loss by the harvested DM production associated to the analysis.</p> <p>Example: 225 Tons Harvested DM Production 47.37 Percent Quality Loss</p> <p style="text-align: center;">225 Tons Harvested DM Production x 47.37 Percent Quality Loss = 106.58 Tons Harvested DM Production Not to Count.</p>
4	<p>Repeat steps 1 through 3 for each analysis.</p>

Notes: Production **not** to count from all analysis **must** be totaled.

Total production **not** to count **cannot** exceed actual production for the unit.

Total production **not** to count **must** be entered in CCC-576, item 29 according to Exhibit 53.--*

--810 Determining Amount of Forage Quality Loss (Continued)*C Manual Calculation of Forage Quality Loss Production Not to Count Using RFV (Continued)****Notes: (Continued)**

If actual harvested production is **not** based on DM, it **must** be converted to DM basis according to subparagraph D.

Production **not** to count may also be calculated using the Forage Quality Loss Calculator according to paragraph 811.

D Harvested Production DM Conversion

Baled hay does **not** require DM conversion. If forage is harvested as either haylage or silage, all production **must** be converted to DM basis as follows.

Tons of Wet Forage x .35 (DM Factor With 65% Moisture) = 100% DM

100% DM Tons x 1.15 (87% Moisture Factor) = Tons of 13% Moisture Dry Hay Equivalent.

Note: When converting to a DM basis, always use DM factor .35.

Example: Producer A harvests 216 tons of silage. This **must** be converted to DM basis **before** calculating quality loss.

216 (Wet Tons Silage) x .35 (DM Factor With 65% Moisture Silage) =
75.6 Tons of DM.

75.6 Tons of DM x 1.15 (87% Moisture Factor) = **86.9 Tons** of 13 Percent Moisture Dry Hay Equivalent that is the DM conversion hay used for calculating quality loss using RFV.

According to the instructions in subparagraph 811 D, 86.9 tons would be entered into the Forage Quality Loss Calculator, item 11, for the corresponding analysis number entered in item 9.--*

***--811 Determining Amount of Forage Quality Loss Using Forage Quality Calculator**

A Accessing and Saving NAP Forage Quality Calculator Templates

Access and save the NAP Forage Quality Calculator templates according to the following.

Step	Action
1	Go to the DAFP Home Page at http://fsaintranet.sc.egov.usda.gov/dafp/ .
2	CLICK “ NAP Forage Quality Calculator ”. A “File Download” dialog box will be displayed for the applicable crop year. CLICK “ Open ”.
3	<p>At the top of the screen, between the toolbar and the window, the following security warning will be displayed.</p>  <p>CLICK “Enable Content”.</p> <p>Note: This step needs to be performed every time the calculator is opened.</p> <p>Warning: Do not attempt to permanently enable Macros because this will make the calculator unusable and could potentially create a security breach.</p>
4	<p>Save the document as follows:</p> <ul style="list-style-type: none"> • CLICK “File”, scroll down and CLICK “Save As” • CLICK “Excel Macro Enabled Workbook” • navigate to user’s desktop • CLICK “Save”. <p>By following these steps, the document will be placed on the user’s desktop with an icon. For 2016 crop year calculators, the document will be named “2016_NAP_Forage_Quality_Calculator.xlsm”.</p>

Note: The NAP Forage Quality Calculator is for FSA internal use **only** and will **not** be distributed.--*

***--811 Determining Amount of Forage Quality Loss Using Forage Quality Calculator (Continued)**

B Creating a New Folder in Which to Save All NAP Forage Quality Calculators for the Applicable Crop Year

Before completing and saving a NAP Forage Quality Calculator for a producer, a new folder must be created on the shared (S:) drive, for **each** applicable crop year, as follows.

Step	Action
1	Do either of the following: <ul style="list-style-type: none"> • on the desktop task bar, CLICK  • on the desktop task bar bottom left corner, RIGHT-CLICK  and CLICK Open Windows Explorer.
2	DOUBLE-CLICK “(S:)” drive.
3	DOUBLE-CLICK “ Service Center ” folder.
4	DOUBLE-CLICK “ FSA ” folder.
5	CLICK “ Make a new Folder ”. If this option is not available, right-click in blank white area within the folder window, CLICK “ New ”, and then CLICK “ New Folder ”.
6	A new folder will be placed in the “S:\Service Center\FSA” folder, with the default name of “New Folder”. The folder must be renamed. Go to step 7.
7	RIGHT-CLICK, “ New Folder ” and CLICK “ Rename ”.
8	Rename the folder as “ 2016_NAP Forage Quality Calculators ”. <p>Note: Complete this step for each new crop year, with that crop year’s name in the folder name.</p>

Note: Creating the new “2016_NAP Forage Quality Calculators” folders **only needs to be performed 1 time at each Service Center** for each crop year. All calculators for a crop year can be saved to this location, as applicable.--*

***--811 Determining Amount of Forage Quality Loss Using Forage Quality Calculator (Continued)**

C Saving NAP Forage Quality Calculators

Save the NAP Forage Quality Calculator for a producer as follows.

Step	Action	
1	CLICK “  2	<p>Navigate to “S:\Service Center\FSA\2016_NAP Forage Quality Calculators”.</p> <p>Note: State Offices may create a subfolder if preferred, but the subfolder must be located within S:\Service Center\FSA\.</p> <p>In the “File name:” block, enter the file name as, “NAP_2016_{County name}_{State abbr}_{Producer name}_{Unit number}_{#of#}”.</p> <p>Notes: “{County name}” is the name of the county where the unit is physically located.</p> <p>“{State abbr}” is the 2-alpha State abbreviation, such as “MD” for Maryland, where the unit is physically located.</p> <p>“{Producer name}” is the name of the producer for which the calculators is being completed.</p> <p>“{Unit number}” is the unit number for which the worksheet is being completed.</p> <p>“{#of#}” is the worksheet number out of the total number of calculators completed for a specific producer and unit within a State and county.</p>
3	Begin entering producer data according to subparagraph D.	

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--811 Determining Amount of Forage Quality Loss Using Forage Quality Calculator (Continued)*D Forage Quality Calculator**

This table provides instructions for entering data into the Forage Quality Loss Calculator for determining production **not** to count using RFV for a specific type of harvested forage.

Step	Action
1	Enter crop year from CCC-576, item 2.
2	Enter producer's name from CCC-576, item 3.
3	Enter unit number for the producer and crop from CCC-576, item 8B.
4	Enter name of the forage laboratory that performed the quality test.
5	Enter name of the crop from CCC-576, item 6A.
6	Enter crop type name or abbreviation for the crop from CCC-576, item 6B.
7	Enter unit of measure from the CCC-576, item 25.
8	Enter forage type as found in Exhibit 14.
9	Enter analysis number from the forage quality test.
10	Enter actual RFV from the forage quality test.
11	Enter production associated with each sample.
12	Percent loss of quality will be displayed.
13	Production not to count by sample will be displayed.
14	Total production not to count for the unit to be entered on CCC-576, item 29.

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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
%PL	percent of public land	807, 808
AU	animal unit	4, 277, 804, 807, 808, Ex. 2
AUD	animal-unit-day	4, 101, Part 12, Ex. 2, 62
AUM	animal-unit-month	804, 807, 808
BF	beginning farmer or rancher	301-303, 305
CARS	Crop Acreage Reporting System	402, 807, 808
DAS	Disaster Assistance Section	51, 53, 200, 207, 342
DM	dry matter	809, 810, Ex. 2, 53
FH	Fresh	51, 200, 375, 400
FMVA	Field Market Value A	304, 900-908, Ex. 53, 54
FMVB	Field Market Value B	304, 900-908, Ex. 54
FTA	fescue, tall	803, 804, Ex. 14
HMP	historical marketing percentage	202, 203, 302
LASH	Loss Adjustment Standards Handbooks	502, 802
LR	limited resource farmer or rancher	301-303, 305
MDV	maximum dollar value	900, 901, Ex. 54
MPCI	Multiple Peril Crop Insurance	587
NTS	no type specified	801
OO	unit producer type owner/operator	101
OP	unit producer type operator	101
OT	unit producer type other tenant	101
OW	unit producer type owner	101
pH	p(otential of) H(ydrogen)	904, 906, 907
PPB	Program Policy Branch	11, 51, 53, 200, 207, 275
PRF	pasture, rangeland, and forage	806
RFV	relative feed value	809-811
RI-PRF	Rainfall Index - Pasture, Rangeland, Forage	806
SNAPP	Supplemental NAP Process	6, 53, 54, 152, 375, 380, 877, 976, 977
SOC	Summary of Coverage	305
T-yield	transitional yield	Text, Ex. 2, 26
VI-PRF	Vegetative Index - Pasture, Rangeland, Forage	806
webRFS	Web receipt for service	576
WFRP	Whole Farm Revenue Protection Pilot Program	150

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

Redelegations of Authority

This table lists the redelegations of authority in this handbook.

Redelegation	Reference
<p>In routine cases, COC may redelegate, in writing, to CED the authority to act on, or sign, as applicable, CCC-576.</p> <p>The redelegation must define what COC considers routine.</p>	<p>152, 575</p>
<p>COC is delegated authority to approve late-filed CCC-471 if CCC-471 is filed within 30 calendar days of the application closing date and also as specified for an FLP applicant who qualifies as BF, LR, or SDA through the final planting date for annual crops or up to 3 months after the application closing date for perennial crops.</p>	<p>301</p>
<p>SED's have authority to approve replacement applications for coverage. SED may redelegate this authority to any State Office employee.</p>	<p>341</p>
<p>COC may redelegate, in writing, to CED and PT, the authority to complete and sign automated and manual CCC-452's.</p>	<p>400</p>

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

Producer means an owner, operator, landlord, tenant, or sharecropper, who shares in the risk of producing a crop and who is entitled to a share of the crop available for marketing from the unit, or would have shared had the crop been produced.

Production Report

Production report means a written record showing the commodity's annual production and used to determine the producer's yield for NAP purposes. See paragraph 602.

Production Variance

Production variance means the amount of production that the reported production may differ from the determined production without a total loss of benefits.

Rule: The production variance limitation is 5 percent of the reported production.

***--Relative Feed Value (RFV)**

RFV means the number used to measure the quality of forage that is an index that ranks forage by potential digestible DM intake and is calculated from digestible DM and DM intake.--*

Repeat Crop

Repeat crop means a subsequent planting of the same crop or commodity planted on the same acreage as previous plantings of the same crop or commodity in the same planting period and crop year.

Replacement Crop Acreage

Replacement crop acreage is acreage of another crop or commodity planted as a subsequent crop. Replacement crops are not P&CP and are not eligible for NAP.

Replacement Yield

Replacement yield means a yield equal to 65 percent of the T-yield that may replace an actual or appraised yield any year in the base period when the actual or appraised yield is less than 65 percent of the T-yield because of a natural disaster.

Definitions of Terms Used in This Handbook (Continued)

Salvage Value

Salvage value means the dollar amount or equivalent received by or available to the producer for the quantity of the commodity that **cannot** be marketed or sold in any market for which a NCT price or yield is established by FSA. The loss of quality resulting in a commodity becoming salvage **must** be because of natural disaster.

Seed Crop

Seed crop means propagation stock commercially produced for sale as seed stock for eligible crops.

Seeded Forage

Seeded forage means acreage that is mechanically seeded with grasses or other vegetation at regular intervals, at least every 7 years, according to good farming practices.

Share

Share means the producer's percentage interest in the eligible crop as an owner, operator, or tenant at the time of planting or beginning of the crop year.

For determining eligibility for NAP payments, the producer's share will not exceed the producer's share at the earlier of the time of loss or the beginning of harvest.

Shareholder Community Supported Agriculture Operation

Shareholder Community Supported Agriculture Operation means a consumer-driven operation where the consumer organizes the Community Supported Agriculture, owns or leases the farm, and hires a farmer to produce the farm products.

Short Rotation Woody Crops

Short rotation woody crops mean fast-growing trees that reach their economically optimum size between 4 and 20 years old.

Instructions for Completing CCC-576, Notice of Loss and Application for Payment, for 2015 and Subsequent Years (Continued)

A Completing CCC-576 (Continued)

Item	Instructions
29	<p>Enter production not to count, when acceptable records identifying this production are available. Refer to paragraph:</p> <ul style="list-style-type: none"> • 202 on secondary use • 606 on commingled production • 612 on salvage value • 802 for mechanically harvested forage intended for grazing • 804 for the intended to graze acreage •*--810 for calculating production not to count using RFV.--* <p>Note: Production not to count must be entered in the unit of measure recorded in item 25.</p>
30	<p>Enter amount of production as determined by COC according to paragraph 607.</p> <p>Note: Assigned or adjusted production must be entered in the unit of measure recorded in item 25.</p>
31	<p>Enter value of secondary use according to paragraph 202 and/or salvage value according to paragraph 612 as determined by COC.</p>
Part E - Value Loss Crops	
32	<p>Enter crop type according to 2-CP.</p>
33	<p>Enter producer's share.</p>
34	<p>Enter inventory or dollar value, as applicable, immediately before disaster according to paragraph 578.</p>
35	<p>Enter inventory or dollar value, as applicable, immediately after the disaster. Determine the dollar value from the loss adjustment report or acceptable and verifiable record of post disaster inventory.</p>
36	<p>Enter applicable determined inventory or dollar value for losses stemming from ineligible causes of loss, as determined by COC. Also enter this value into block 19 or 42, as applicable, on CCC-576B.</p> <p>For value loss crops subject to natural mortality, include the natural mortality factor on form CCC-576B in item 14 or item 38, as applicable, to calculate and determine the Field Market Value A (FMVA) on CCC-576B.</p>
37	<p>Enter total dollar value received for crops sold as salvage according to paragraph 612.</p>

***--Instructions for Completing CCC-576, Notice of Loss and Application for Payment, for 2015 and Subsequent Years (Continued)**

A Completing CCC-576 (Continued)

Item	Instructions
Part F - Grazing "AUD" Loss Calculations	
38	Enter crop type according to 2-CP.
39	Enter producer share.
40	<p>Enter number of acres grazed by crop type; having the same carrying capacity and grazing days.</p> <p>Notes: Enter total number of acres grazed, including private-owned, Federal-owned, and State-owned, under the same planting period having the same AUD:</p> <ul style="list-style-type: none"> • adjustment factor • loss factor • assigned. <p>If there are any differences in the carrying capacity, grazing period, or AUD factors, use a separate line entry.</p>
41	Enter "I" for irrigated and "N" for nonirrigated.
42	<p>Enter acreage of unseeded Federal or State-owned land, if applicable.</p> <p>Note: Cannot equal or exceed total acreage in item 40.</p>
43	Enter "PP" for prevented planted or leave blank.
44	Enter carrying capacity (acres per AU).
45	Enter number of days in the grazing period.
46	Enter AUD adjustment factor requested by the producers and approved by COC.
47	Enter AUD loss factor established by COC according to paragraph 804.
48	Enter AUD assigned by COC.
Part G - Other Information	
49	<p>Document any written or verbal grower contract or arrangement with a potential buyer to sell or purchase a guaranteed amount, regardless of production. If such contract or arrangement exists, include any benefit or payment not covered by USDA and document in items 31 or 37.</p> <p>Note: COC will adjust net production upward by the amount of production corresponding to amount of the contract guarantee according to paragraph 611. Enter result of assigned production in item 30.</p> <p>Enter any other pertinent information such as any secondary uses or salvage values.</p> <p>If native sod is identified in Part D with an asterisk, notate.</p>

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--Instructions for Completing CCC-576C, 2015 and Future Years Noninsured Crop Disaster Assistance Program Payment Calculation Worksheet (Grazing Crops)--

A Introduction

CCC-576C is the payment calculation worksheet used for grazing crops.

Complete a separate line entry on CCC-576C for all crops and crop types for the producer's unit. All acres and production from all types of the crop **must** be accounted for.

B Completing CCC-576C

Complete CCC-576C according to the following.

Note: All calculations should be rounded to whole numbers, unless otherwise specified.

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Item	Instructions
1 and 2	Enter State and county code from CCC-576, item 4.
3	Enter producer's name from CCC-576, item 11.
4	Enter unit number for the producer and crop from CCC-576, item 8B.
5	Enter AUD value for the applicable crop year. See 3-NAP for additional information on AUD value. For 2015 crop year only , AUD value is hard coded and not required to be entered by user.
6	Payment level is 55 percent.
7	Enter payment crop code from CCC-576, item 14 for the specified crop, crop type, intended use, and practice. See paragraph 200 for additional information on payment groupings.
8	Enter payment type code from CCC-576, item 15 for the specified crop, crop type, intended use, and practice. See paragraph 200 for additional information on payment groupings.
9	Enter planting period for the specified crop from CCC-576, item 16.
10	Enter name of the crop from CCC-576, item 6A.
11	Enter crop type name or abbreviation from CCC-576, item 38 for the specified crop type.
12	Enter practice from CCC-576, item 41 for the specified crop type and intended use. Note: A separate line entry shall be completed, if the producer has both irrigated and nonirrigated acres.

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***--Instructions for Completing CCC-576C, 2015 and Future Years Noninsured Crop Disaster Assistance Program Payment Calculation Worksheet (Grazing Crops) (Continued)**

B Completing CCC-576C (Continued)

Item	Instructions
13	<p>Enter the planted acreage, as applicable for the specified crop code and crop type from CCC-576, item 40.</p> <p>The acres entered should be the planted acreage in the unit. If the producer has a unit relationship where the shares differ by farm, then ensure that the acres entered are only the planted acres corresponding to the share in item 14.</p> <p>Example: Producer A and Owner B share in the acreage on 2 farms. On 1 farm, the shares for alfalfa are 60/40. On the other farm, the shares are 50/50. A separate line entry shall be completed for the acres attributable to each share relationship.</p>
14	Enter the producer's share from CCC-576, item 39 for specified crop type. Enter up to 4 decimal places.
15	<p>Calculate the acreage attributable to the producer by multiplying the following:</p> <ul style="list-style-type: none"> • planted acreage recorded in item 13, times • producer share recorded in item 14.
16	Enter the carrying capacity from NCT or CCC-576, item 44 for the specified crop, crop type, and planting period.
17	<p>Calculate the animal unit by dividing the following:</p> <ul style="list-style-type: none"> • producer acres recorded in item 15, by • carrying capacity recorded in item 16. <p>Note: Round to 4 decimal places.</p>
18	Enter the grazing period days from NCT or CCC-576, item 45 for the specified crop, crop type, and planting period.
19	<p>Calculate the animal unit day by multiplying the following:</p> <ul style="list-style-type: none"> • animal unit recorded in item 17, times • grazing period days in item 18.

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***--Instructions for Completing CCC-576C, 2015 and Future Years Noninsured Crop Disaster Assistance Program Payment Calculation Worksheet (Grazing Crops) (Continued)**

B Completing CCC-576C (Continued)

Item	Instructions
20	Enter the AUD adjustment factor determined by COC from CCC-576, item 46. Note: Round to 2 decimal places.
21	Calculate the AUD adjustment by multiplying the following: <ul style="list-style-type: none"> • animal unit day recorded in item 19, times • AUD adjustment factor determined by COC in item 20.
22	Calculate the expected AUD by adding the following: <ul style="list-style-type: none"> • animal unit day recorded in item 19, plus • AUD adjustment recorded in item 21. <p>Note: If there is not an approved notice of loss for this line item, the calculation will not continue beyond expected AUD. This ensures that production for all crops and crop types are included in the calculation for the crop.</p>
23	Enter the AUD loss factor determined by COC from CCC-576, item 47. Note: Round to 4 decimal places.
24	Calculate the AUD loss by multiplying the following: <ul style="list-style-type: none"> • expected AUD recorded in item 22, times • AUD loss factor determined by COC recorded in item 23.
25	Enter the assigned AUD determined by COC from CCC-576, item 48.
26	Calculate producer share assigned AUD by multiplying the following: <ul style="list-style-type: none"> • share recorded in item 14, times • assigned AUD determined by COC recorded in item 25.
27	Calculate the adjusted AUD loss by subtracting the following: <ul style="list-style-type: none"> • AUD loss recorded in item 24, minus • producer share assigned AUD recorded in item 26.
28	Calculate the total expected AUD by adding all entries recorded in item 22.
29	Calculate the total adjusted AUD loss by adding all entries recorded in item 27.
30	Calculate AUD covered by NAP by multiplying the following: <ul style="list-style-type: none"> • total expected AUD recorded in item 28, times • 50 percent.

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***--Instructions for Completing CCC-576C, 2015 and Future Years Noninsured Crop Disaster Assistance Program Payment Calculation Worksheet (Grazing Crops) (Continued)**

B Completing CCC-576C (Continued)

Item	Instructions
31	<p>Calculate the net AUD for payment by subtracting the following:</p> <ul style="list-style-type: none"> • total adjusted AUD loss recorded in item 29, minus • AUD covered by NAP recorded in item 30.
32	<p>Calculate the AUD producer payment by multiplying the following:</p> <ul style="list-style-type: none"> • net AUD for payment recorded in item 31, times • AUD value recorded in item 5, times • payment level of 55 percent recorded in item 6. <p>Note: Round to a whole number.</p> <p>If there is:</p> <ul style="list-style-type: none"> • a payment calculation for a yield-based crop in the same pay group as the grazing crop, see instructions for completing CCC-576A, item 60 • not a payment calculation for a yield based crop in the same pay group, the unit total is the result of the AUD producer payment. <p>Note: If the AUD producer payment is negative, the unit total will be zero.</p>

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