

**UNITED STATES DEPARTMENT OF AGRICULTURE**

Farm Service Agency  
Washington, DC 20250

**Organic Certification Cost Share Program  
1-OCCSP**

**Amendment 9**

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



**Amendment Transmittal**

**A Reasons for Amendment**

Subparagraphs 1 I and 30 A have been amended to revise the application period end date that producers and handlers may apply for OCCSP from October 31, 2023, to November 1, 2023, for program year 2023.

Page Control Chart		
TC	Text	Exhibit
	1-5, 1-6 3-1, 3-2	



# 1 Overview (Continued)

## H Basic Rule of Fractions

Fractions will be rounded after completing the entire computation. In rounding, fractional digits of 49 or less will be dropped and digits of 50 or more will be increased by 1 as follows.

Required Decimal	Computation	Result
Whole Numbers	6.49 or less	6
	6.50 or more	7

## I Important Dates

Program Year	COVERS expenses paid from...	AND the application period is...
2017	October 1, 2016, through September 30, 2017	March 20, 2017, through Oct. 31, 2017 (late-filed applications will be accepted if funds are available).
2018	October 1, 2017, through September 30, 2018	October 1, 2017, through Oct. 31, 2018 (late-filed applications will be accepted if funds are available).
2019	October 1, 2018, through September 30, 2019	October 1, 2018, through October 31, 2019 (late-filed applications will be accepted if funds are available).
2020	October 1, 2019, through September 30, 2020	October 1, 2019, through October 31, 2020 (late-filed applications will be accepted if funds are available).
2021	October 1, 2020, through September 30, 2021	October 1, 2020, through October 31, 2021 (late-filed applications will be accepted if funds are available).
2022	October 1, 2021, through September 30, 2022	October 1, 2021, through October 31, 2022 (late-filed applications will be accepted if funds are available).
2023	October 1, 2022, through September 30, 2023	*--October 1, 2022, through November 1, 2023 (late-filed applications will be accepted if funds are available).--*

## 2 Responsibilities

### A DAFP Responsibilities

DAFP will:

- develop all OCCSP policies
- ensure that OCCSP is administered according to law and the provisions announced in the NOFA
- provide guidance and instruction on AMA and national OCCSP funding availability
- establish grant agreements with State agencies
- approve reimbursements to State agencies
- ensure that applicants do not receive OCCSP benefits from both a State agency and FSA for the same program year and scope.

### B STC Responsibilities

STC's will:

- direct the administration of OCCSP
- ensure that State and County Offices follow OCCSP provisions
- thoroughly document all actions taken in STC meeting minutes
- \*--review and take action on all CCC-884's executed by State Office employees, COC members, CED's, County Office employees, and their spouses

**Note:** For employees or COC members other than SED, STC has authority to delegate authority to a STC representative to review and approve.--\*

- provide DD with a copy of STC or DAFP determinations for appeal or misaction and misinformation cases
- handle appeals according to 1-APP and 7 CFR Parts 11 and 780
- require reviews be conducted by STC representative according to subparagraph 33 C to ensure that OCCSP is being implemented according to OCCSP provisions

**Note:** STC's may establish additional reviews to ensure that OCCSP is administered according to OCCSP provisions.

- handle suspected fraud cases according to applicable procedure.

## Part 3 Application Process

### 30 Applying for Payment

#### A Application Periods

OCCSP program years will be on an FY basis. Producers and handlers may apply for OCCSP from:

- March 20, 2017, through October 31, 2017, or until funds for 2017 are no longer available, for the 2017 program year
- October 1, 2017, through October 31, 2018, or until funds for 2018 are no longer available, for the 2018 program year
- October 1, 2018, through October 31, 2019, or until funds are no longer available for the 2019 program year
- October 1, 2019, through October 31, 2020, or until funds are no longer available for the 2020 program year
- October 1, 2020, through October 31, 2021, or until funds are no longer available for the 2021 program year
- October 1, 2021, through October 31, 2022, or until funds are no longer available for the 2022 program year
- \*--October 1, 2022, through November 1, 2023, or until funds are no longer available for--\* the 2023 program year.

**Note:** Participating State agencies will establish their own application process and deadlines for producers and handlers.

Cost share assistance is provided on a **first come, first served basis**, until all available funds are obligated. Applications received after all funds are obligated will **not** be paid. The National Office will provide guidance to State Offices if funds are expected to become unavailable before the end of the application period.

## 30 Applying for Payment (Continued)

**B Application Package**

A complete application includes the following:

- a completed CCC-884
- USDA organic certificate

**Notes:** The format of certificates may vary by certifier.

Certificates do **not** expire.

- itemized invoice showing expenses **paid** to a certifying agent for certification services

**Note:** Records showing an amount due that do **not** indicate that payment has been made by the producer or handler will **not** be accepted.

- AD-2047, if not previously filed
- SF-3881, if not previously filed

**Note:** The policy allowing hardship waivers of the EFT requirement applies to OCCSP. See 63-FI.

- CCC-901, Part A, if not previously filed and the applicant is an entity.

**Notes:** CCC-901 is required for legal entities to identify individuals with signature authority according to 1-CM. If the entity chooses not to provide a completed CCC-901, Part A, the legal entity must provide sufficient documentation to support the authority of the individual signing on behalf of the entity.

Apply the maximum payment per organic certificate and consider entities with separate certificates to be separate producers/handlers. For stores that have separate certificates for different locations, each location is considered a separate \*--handler and may obtain up to \$750 per scope for program year 2023.--\*

Additional documentation may be required by FSA if necessary to verify eligibility or issue the payment.

**Notes:** OCCSP applicants are **not** required to file an acreage report; however, County Offices may encourage producers who apply for OCCSP to file an acreage report to facilitate participation in other FSA programs and for use in their Organic System Plans.

Participating State agencies may develop their own application forms for OCCSP. FSA will **not** accept a State agency's OCCSP application form in lieu of CCC-884.