

UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency
Washington, DC 20250

Tree Assistance Program 1-TAP (Revision 4)	Amendment 16
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Approved by: Deputy Administrator, Farm Programs



Amendment Transmittal

A Reasons for Amendment

Paragraph 33 has been added to include instructions on submitting documents and requests to the National Office.

Subparagraph 61 A has been amended to instruct County Offices:

- that CCC-899's **must** be loaded in the TAP software before the current year rollover of Farm Records
- **not** to accept manual CCC-899's, load CCC-899's into the automated software or approve any CCC-899's after funding has been depleted until notification from the National Office that funding is in place.

Subparagraph 61 C has been amended to correct a paragraph reference.

Subparagraph 61.5 A has been amended to instruct County Offices that:

- producers must annually file CCC-899, **Parts A through D only**, to report the number of trees lost even though they may not file for assistance until a subsequent year in the loss period
- the COC **must not** act on Part E of the CCC-899 until the producer requests to file one CCC-899 capturing all losses in the approved loss period.

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--32 Equitable Relief [7 CFR Part 1416.5]*A Equitable Relief Requests**

Equitable relief provisions will not be used to obtain a different program result, payment, or benefit not otherwise available to a participant who satisfied all eligibility and compliance provisions.

Example: TAP requires a 15 percent mortality loss (after normal mortality) to be eligible for assistance. Relief provisions cannot be used to extend TAP when the minimum mortality loss has not occurred.

B COC Action

COC will:

- review each equitable relief request (programmatic, failure to fully comply, or misinformation/misaction) and in cases where COC determines relief is warranted, document the justification for recommending equitable relief to STC
- follow 7-CP for processing relief requests.

C STC Action

STC's will:

- review each request for equitable relief and in cases where STC determines relief is warranted, document the justification for recommending equitable relief to DAFP
- follow 7-CP for processing relief requests.--*

--33 Submitting Documents and Requests to the National Office*A Overview**

Where this handbook provides that a request or documentation be sent to SND or any section of SND, State Offices will submit the file electronically according to this paragraph.

Note: Requests for equitable relief or application of the finality rule for TAP participants are **not** subject to this paragraph and **must** be submitted according to 7-CP, paragraph 4.

Responses to items sent electronically may be made electronically, by hard copy, or both.

B Electronically Submitting Requests

Requests and documents addressed in this handbook must be submitted by internal FSA e-mail from State Offices to RA.FSA.DCWA2.DAFP@usda.gov, according to the format in subparagraph C.

Requests and documents submitted according to this paragraph must be sent by e-mail with a PDF attachment. Include a POC in the text of the e-mail, but nothing else of substance. Follow subparagraph C about the need for encryption. For questions about the password or submitting requests, e-mail RA.FSA.DCWA2.DAFP@usda.gov.--*

--33 Submitting Documents and Requests to the National Office (Continued)*C Format for Subject Line of E-Mails and Required Attachments**

The e-mail subject line **must** be formatted as follows:

- State abbreviation (for example, NY for New York)
- producer name
- county (for example, Clinton County)
- type of request (that is, EXT TAP Practices)
- date of request (for example, 5-10-22 for May 10, 2022).

Example: An example e-mail subject line from New York State, in Clinton County, for Roger Miller, for a TAP practice extension would be, “NY - Roger Miller - Clinton County – EXT 2020 TAP Practices - 5-10-22.”

Attachments containing PII **must** be in PDF and encrypted with a password provided to the field under separate cover. The following **must** be included in the attachments:

- written narrative explaining what is at issue and what is being sought
- **all** documents required by this handbook or other FSA directive (for example, CCC-899, FSA-578, and any other program documents, as applicable)
- COC or STC concurrence or approval, as applicable
- other information that may help in processing the request
- POC for questions about the request.--*

*--33 Submitting Documents and Requests to the National Office (Continued)

D Addresses and Phone Number

If sending requests or documents electronically according to subparagraph B is **not** feasible, mail documentation to SND, PPB, DAS by one of the following:

- FedEx or overnight mail:

USDA, FSA, DAFP, SND, PPB
SOUTH BLDG, ROOM 4758 SOUTH
1400 INDEPENDENCE AVE SW
WASHINGTON DC 20250-0002
Telephone: 202-720-7641

- other mail:

USDA, FSA, DAFP, PECD, PPB
1400 INDEPENDENCE AVE SW
STOP 0517
WASHINGTON DC 20250-0517.

Note: Do not send fax messages. They will **not** be acknowledged.

34-60 (Reserved)

Part 3 CCC-899's, Reimbursements, and Qualifying Losses

61 CCC-899, TAP Application for Assistance

A Filing CCC-899's

To apply for TAP benefits, an applicant **must** file an automated CCC-899 (paragraph 286) in the administrative County Office that maintains the farm records for the agricultural operation by crop type, stand, and producer share.

Note: See subparagraph 61.5 A on filing CCC-899 for losses because of plant disease.

Applicants who suffered eligible tree, bush, and vine losses after January 1, 2017, must provide an application and supporting documentation to FSA within 90 calendar days of each disaster event or date when the loss of trees, bushes, or vines is apparent to the producer.

***--Important:** All CCC-899's must be loaded in the TAP automated software **before** the current year rollover of Farm Records.--*

Note: The program year is based on the calendar year in which the natural disaster event occurred.

Example: On April 20, 2021, applicant reports the loss of fruit trees due to a freeze event that occurred in December of 2020. Applicants must provide an application to FSA within 90 calendar days of each disaster event or date when the loss of trees, bushes, or vines is apparent. Although the damage was not apparent until April of 2021, in this example the disaster event, freeze, occurred in December of 2020.

Applicants who suffer multiple disasters during the calendar year may file multiple CCC-899's.

Applicants must certify that the losses were the direct result of an eligible natural disaster. If requested by COC, applicants must also provide adequate proof to support their certification.

Notes: Applicants must be active in SCIMS with a legacy link to the administrative county accepting CCC-899 to apply and receive benefits under TAP.

Applicants must be active on a farm in the administrative county accepting CCC-899 to apply and receive benefits under TAP.

61 CCC-899, TAP Application for Assistance (Continued)

A Filing CCC-899's (Continued)

If an applicant is not in SCIMS with a legacy link to the administrative county accepting CCC-899, do the following:

- add the applicant to SCIMS
- create the legacy link according to 1-CM.

*--TAP funds are obligated when CCC-899 Part B, Applicants Stand Information, is entered into the automated system. CCC cannot incur obligations without TAP apportionment funding in place. When County Offices receive notification from the National Office that the TAP apportionment funding has been depleted, and that the TAP application software is being shut down, County Offices **must not**:

- accept manual CCC-899's
- enter CCC-899's into the automated system
- approve any CCC-899's until notified that funding is available.

County Offices will be notified by the National Office when the funding and application software is available.--*

61 CCC-899, TAP Application for Assistance (Continued)

B Filling CCC-899 Examples

Each eligible applicant with a share interest in a stand who wants TAP payments **must** complete and sign a separate CCC-899 for that share of the stand.

Example 1: John Brown and others suffered eligible fruit tree losses and have the following interests in 2 counties that are administered in Jefferson County:

- B and B General Partnership has a permanent TIN and owns citrus groves in Jefferson County
- John Brown as 100 percent individual owner of pecan trees in Jefferson County
- John Brown and Jane Brown share owners of huckleberry bushes in Jefferson County; John Brown and Jane Brown have separate TIN's and jointly own the bushes on a 25-75 percent share
- John Brown as 100 percent individual owner of a stand of citrus trees in De Soto County that is administered in Jefferson County.

Assuming John Brown and others want TAP payments for their share of each stand, the following CCC-899's would need to be submitted:

- one CCC-899 for B and B General Partnership for 100 percent share of the citrus trees in Jefferson County
- one CCC-899 for John Brown for 100 percent interest in the pecan stand in Jefferson County
- one CCC-899 for John Brown for 25 percent interest in the huckleberry bushes operation in Jefferson County he shares with Jane Brown
- one CCC-899 for Jane Brown for 75 percent share of the citrus grove in Jefferson County she shares with John Brown
- one CCC-899 for John Brown with 100 percent share of the citrus grove physically located in De Soto County, but administered in Jefferson County.

61 CCC-899, TAP Application for Assistance (Continued)

B Filing CCC-899 Examples (Continued)

Example 2: Smith Brothers, Inc., incurred eligible fruit tree losses and has 100 percent interest in the fruit trees.

Only one CCC-899 would be submitted for Smith Brothers, Inc., for its 100 percent share regardless of who owns Smith Brothers, Inc., or how it is comprised. The producer who suffered the loss is the producer who signs CCC-899. In this example, the Smith Brothers, Inc., is the producer that suffered the loss, and consequently, is the eligible applicant for TAP. The individual stockholders did not suffer the loss and are not individually eligible for the tree losses suffered by the corporation. Only an authorized representative of the corporation can sign CCC-899 on behalf of the corporation.

C Completing CCC-899's

An acreage report must first be filed according to 2-CP before completing CCC-899. Complete CCC-899 according to the following:

- Parts A, B, and C are to be completed when CCC-899 is submitted
- Part D is to be completed following FSA's field visit to verify cause of loss and determine trees/acres in stand according to paragraph 63
- COC or designated representative will then approve or disapprove the information--* entered in Part D, by signing Part E

Note: COC or designated representative **cannot** approve and sign CCC-899, Part E, before the appropriate level of environmental compliance has been successfully *--completed by appropriate signatories according to 1-TAP, paragraph 125, and--* subsequent revisions.

- Part F is to be completed, and signed by applicant, after the applicant completes all practices and submits cost documentation for all components of the completed practices; receipts should include individual component cost indicating total cost for each practice, the date, and vendor's name and location

Note: If applicant chooses to replant different eligible trees, bushes, or vines than those initially lost, Part F must reflect the new crop, applicable practice codes, trees, acres, completed, and actual cost.

- COC or designated representative shall then approve or disapprove CCC-899, and sign Part G.

Note: The signature date and approval date will be entered in the automated system **only** after the actual cost data is entered and CCC-899 is ready for payment.

61 CCC-899, TAP Application for Assistance (Continued)

D Signing and Certifying CCC-899's

When signing CCC-899, item 17A the applicant is:

- applying for TAP benefits for the applicant listed on CCC-899, item 2A
- certifying **all** of the following:
 - all trees, bushes, or vines entered on CCC-899 were planted for commercial purposes, and were lost and/or damaged because of an eligible natural disaster, as defined in Exhibit 2
 - applicant owns eligible trees, bushes, or vines, or is a producer of an annual crop from the tree, bush, or vine
 - all information on CCC-899 and all supporting documents provided is true and correct
 - benefits received under any other Federal disaster payment program for the same loss has been or will be refunded, as applicable (paragraph 154)

Note: CCC-899's may be disapproved if information or evidence is false or in error, and other sanctions or penalties may apply.

- authorizing FSA officials to:
 - enter on, inspect, and verify **all** applicable acreage where the applicant has an interest for the purpose of confirming accuracy of the information provided
 - review, verify, and authenticate all information provided on CCC-899 and supporting documents.

E Signature Requirements

Follow 1-CM for signature requirements.

61 CCC-899, TAP Application for Assistance (Continued)

F Deleting CCC-899's

County Offices must not delete or remove from FSA records, copies of any signed CCC-899.

If an applicant requests to withdraw a signed CCC-899, the applicant must write “**Withdrawn**” on CCC-899, initial, and write the date next to “**Withdrawn**”. County Offices will then delete CCC-899 from the automated system (paragraph 288).

Notes: For succession-in-interest, a new CCC-899 **must** be initiated by the successor, and CCC-899 for the predecessor will be deleted from the automated system.

See paragraph 92 for succession-in-interest provisions.

G Acting on CCC-899's

COC or CED if delegated, **must** act on all submitted and completed CCC-899's.

Notes: CED may delegate approval authority to PT's for routine cases. PT's will **not** be delegated authority to disapprove any CCC-899's.

STC's must review all CCC-899's approved or disapproved for State Office employees, COC members, CED's, County Office employees, and their spouses.

Before approving CCC-899, Part G, the approving official **must** ensure that **all** eligibility requirements are met, a field visit has been completed according to paragraph 63, and the approving official is satisfied with **all** of the following:

- stand is eligible according to paragraph 151
- applicant has a stand that sustained mortality loss in excess of 15 percent after adjustment for normal mortality
- applicant is considered an eligible owner according to paragraph 91

61 CCC-899, TAP Application for Assistance (Continued)

G Acting on CCC-899's (Continued)

- loss occurred because of an eligible natural disaster as defined in Exhibit 2
- FSA has made a decision about the number of acres and trees destroyed and damaged
- all signature requirements on CCC-899, Part F are met
- all practices claimed for payment on the stand are complete
- all documentation is provided in support of payment
- all signature requirements are met.

If all TAP eligibility requirements are **not** met, or it is determined that the information on CCC-899 or any additional supporting documentation provided by the applicant is inadequate or **not** accurate or justifiably reasonable, the following actions will be taken:

- disapprove CCC-899
- notify the applicant of disapproval
- provide the applicant applicable appeal rights according to 1-APP
- thoroughly document reasons for disapproval in COC minutes, if disapproved by COC.

61 CCC-899, TAP Application for Assistance (Continued)

H Late-Filed Provisions

The COC and STC do not have authority to approve programmatic relief for late-filed CCC-899's. However, a late-filed CCC-899 will be reviewed according to the following table:

Note: Neither COC nor STC are under any obligation to recommend relief. COC is not required to submit cases to STC that COC believes do not warrant relief, nor is STC required to submit cases to DAFP that STC believes do not warrant relief. If relief is not recommended by either COC or STC, the late-filed application will be disapproved and the County Office will notify the participant in writing of the decision on the participant's request for late-filed CCC-899. If CCC-899 is disapproved, not the participant, with appropriate appeal rights according to 1-APP (based on the reviewing authority's decision that the CCC-899 was late and that relief was not appropriate). Cases do not have to be submitted to STC or DAFP for disapproval of relief.

If CCC-899 is submitted...	THEN do the following...
<p>after the deadline, but it is not accompanied by a written request of the participant for late-filing</p>	<p>County Office will issue a letter to the participant explaining that FSA cannot process CCC-899 because it was filed after the deadline. The letter must advise the participant that the participant may, within 30 calendar days of the receipt of the letter, file a written appeal to COC.</p>
<p>after the application deadline and is either accompanied by a written request for late-filing or the participant has filed a timely appeal of the county FSA office's notification that the application cannot be processed.</p>	<p>COC will review and make a determination of whether relief is appropriate and, if so, forward a recommendation to STC for final action. STC will review the participant's request and COC recommendation.</p> <p>Note: If the matter comes to COC by appeal, follow 1-APP for acknowledging and scheduling an appeal.</p> <p>Neither COC nor STC are under any obligation to recommend relief. COC or STC can disapprove CCC-899 and choose not to forward a recommendation for relief of approval of the late-filed CCC-899 to DAFP. If relief is recommended, STC will forward an appropriate recommendation to DAFP.</p> <p>DAFP may:</p> <ul style="list-style-type: none"> • grant relief to approve the late-filed CCC-899 <p style="margin-left: 40px;">Note: The FSA representative will sign and date CCC-899 with the effective DAFP decision date.</p> <ul style="list-style-type: none"> • deny relief and disapprove the CCC-899. <p style="margin-left: 40px;">Note: State Offices will advise COC to notify the participant in writing that relief has been disapproved by DAFP. The letter must include appropriate appeal rights according to 1-APP.</p>

61 CCC-899, TAP Application for Assistance (Continued)

I Example of CCC-899

Following is an example of CCC-899.

This form is available electronically.

CCC-899 U.S. DEPARTMENT OF AGRICULTURE Commodity Credit Corporation TREE ASSISTANCE PROGRAM APPLICATION FOR TREES, BUSHES, AND VINES		1A. County FSA Name and Address (Include Zip Code) Collier County FSA 3434 Hancock Bridge Parkway Ft. Myers, FL 33903-7094		
		1B. County FSA Office Telephone Number (Include Area Code) 222-333-4444	1C. Program Year 2013	
<p>NOTE: 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 7 CFR Part 1416, the Commodity Credit Corporation Charter Act (15 U.S.C. 714 et seq.), and the Agricultural Act of 2014 (Pub. L. 113-79). The information will be used to determine eligibility for tree assistance program benefits. 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). Providing the requested information is voluntary. However, failure to furnish the requested information will result in a determination of ineligibility for tree assistance program benefits.</p> <p>This information collection is exempted from the Paperwork Reduction Act as specified in the Agricultural Act of 2014 (Pub. L. 113-79, Title I, Subtitle F - Administration). The provisions of criminal and civil fraud, privacy, and other statutes may be applicable to the information provided. RETURN THIS COMPLETED FORM TO YOUR COUNTY FSA OFFICE.</p>				
PART A - APPLICANT INFORMATION				
2A. Applicant's Name Robert Sams		2B. Applicant's Address (Including Zip Code) 42 Orchard Drive Ft. Myers, FL 33903		
PART B - APPLICANT'S STAND INFORMATION				
3. A. I am an orchardist or nursery tree grower that planted trees for commercial purposes: <input type="checkbox"/>			4. Disaster Event Hurricane	
B. I did not plant the trees but have a production history for commercial purposes on the planted or existing trees: <input type="checkbox"/>				
5. Disaster Date 05-03-2013	6. Crop Name 0023 - Oranges	7. Stand Number 246	8. Applicant's Share 100 %	9. Total Acres in Stand 5
10. Total Acres Damaged 3	11. Total Trees in Stand 500	12. Total Trees Lost 250	13. Total Trees Damaged 0	14. Total Replanted Trees 250
15. Practice Code		16. Trees/Acres Requested		
01 - fruit & nut tree replacement per tree		250		
10 - planting cost per eligible tree		250		
14 - site preparation per acre		3 acres		
PART C - APPLICANT CERTIFICATION STATEMENT				
Payments under the Tree Assistance Program will be made to eligible orchardists and nursery tree growers who replant trees, bushes and vines that were grown for the commercial production of an annual crop and who suffered eligible losses due to natural disaster, adverse weather, or other environmental condition. Each producer must complete and file Form CCC-899 to be eligible to receive program benefits. By signing this application, applicant:				
1. Agrees to provide FSA any documentation required to determine eligibility that verifies and supports all information provided, including the applicant's certification;				
2. Understands the application may be disapproved if the applicant fails to provide any information requested by FSA;				
3. Authorizes FSA, at any time, with or without the applicant's presence, to enter upon, inspect and verify all acres and crops in which the applicant has an interest;				
4. Agrees to comply with, and acknowledges the applicant is subject to, all the regulations governing the program and understands that instructions and assistance are available for completing this form;				
5. Agrees to complete all replanting, rehabilitation, and other appropriate program-related activities within 12 months from the date of application approval.				
I certify that:				
1. The above information provided by me or my legal representative is true and correct.				
2. The losses occurred during the disaster date listed in Item 5.				
3. If determined eligible, I will receive the lesser of: (a) 65 percent of the producer's actual cost of replanting, in excess of 15 percent mortality (adjusted for normal mortality), and/or 50 percent of the producer's actual cost of rehabilitation, in excess of 15 percent damage or mortality (adjusted for normal tree damage and mortality); or (b) the maximum eligible amount established for the practice by the Deputy Administrator.				
4. I understand that this application may be disapproved if information or evidence provided is false or in error, and that civil or criminal penalties associated with the provision of false or erroneous information could apply, including but not limited to those provided for in 18 U.S.C. 1001.				
17A. Applicant's Signature (By) /s/ Robert Sams		17B. Title/Relationship of the Individual Signing in the Representative Capacity /s/ Marvin Represents	17C. Date (MM-DD-YYYY) 05-08-2013	
<p><small>The U.S. Department of Agriculture (USDA) prohibits discrimination against its customers, employees, and applicants for employment on the basis of race, color, national origin, age, disability, sex, gender identity, religion, reprisal, and where applicable, political beliefs, marital status, familial or parental status, sexual orientation, or all or part of an individual's income is derived from any public assistance program, or protected genetic information in employment or in any program or activity conducted or funded by the Department. (Not all prohibited basis will apply to all programs and/or employment activities.) Persons with disabilities, who wish to file a program complaint, write to the address below or if you require alternative means of communication for program information (e.g., Braille, large print, audiotape, etc.) please contact USDA's TARGET Center at (202) 720-2600 (voice and TDD). Individuals who are deaf, hard of hearing, or have speech disabilities and wish to file either an EEO or program complaint, please contact USDA through the Federal Relay Service at (800) 877-8339 or (800) 845-6136 (in Spanish).</small></p> <p><small>If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter by mail to U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov. USDA is an equal opportunity provider and employer.</small></p>				

61 CCC-899, TAP Application for Assistance (Continued)

I Example of CCC-899 (Continued)

CCC-899 (04-15-14)				Page 2 of 2	
PART D - COC ACTION/DETERMINATION (FOR FSA USE ONLY)					
18. Disaster Event Hurricane	19. Disaster Date 05-03-2013	20. Crop Name 0023 - Oranges	21. Stand Number 246	22. Total Determined Trees in Stand 500	
23. Total Determined Trees Lost 250	24. Total Determined Trees Lost for Payment 205	25. Total Determined Trees Damaged 0	26. Total Determined Damaged Trees for Payment 0		
27. Total Determined Acres in Stand 5	28. Total Determined Damaged Acres in Stand 3	29. Total Determined Acres for Payment 2.5	30. Total Replanted Trees 250		
31. Practice Code			32. Trees/Acres		
01 - fruit & nut tree replacement per tree			205		
10 - planting cost per eligible tree			205		
14 - site preparation per acre			2.5 acres		
PART E - COC APPROVAL OR DISAPPROVAL OF TAP LOSS AND ACRES FOR PAYMENT					
33A. COC Signature		33B. Action: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED		33C. Date (MM-DD-YYYY)	
34. Remarks					
PART F - CERTIFICATION AND APPLICATION FOR PAYMENT (To Be Completed by Applicant)					
35. Disaster Event Hurricane	36. Disaster Date 05-03-2013	37. Crop Name 0023 - Oranges	38. Stand Number 246		
39. Practice Code		40. Trees/Acres Completed		41. Actual Cost	
01 - fruit & nut tree replacement per tree		250		\$ 2,350	
10 - planting cost per eligible tree		250		\$ 680	
14 - site preparation per acre		3 acres		\$ 1,725	
42A. Applicant's Signature (By) <i>/s/ Robert Sams</i>		42B. Title/Relationship of the Individual Signing in the Representative Capacity <i>/s/ Marvin Represents</i>		42C. Date (MM-DD-YYYY) 04-29-2014	
PART G - COC APPROVAL OR DISAPPROVAL FOR TAP PAYMENT					
43A. COC or Designee's Signature <i>/s/ Marvin Represents</i>		43B. Action: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED		43C. Date (MM-DD-YYYY) 05-02-2014	

61.5 CCC-899's for Cumulative Losses Due to Plant Disease

A Filing CCC-899's for Cumulative Plant Disease Losses

Producers suffering cumulative losses because of plant disease, such as citrus greening, must contact their administrative County Office to report the presence of the disease. For cases where STC has requested a loss period for plant disease and DAFP has approved that request, the loss period for the plant disease begins when the producer first recognizes the disease in the stand, and ends when an infected tree becomes either biologically dead or no longer commercially viable within the loss period established by STC and DAFP according to paragraph 31. The 15 percent mortality threshold and normal mortality calculation is cumulative based on the loss and time period.

The Loss Adjuster Management software requires the stand number from the CCC-899 TAP application in order to pay LA's for performing field inspections for TAP; therefore, manual CCC-899's are no longer authorized for cumulative plant disease losses. County offices must enter all previously filed manual CCC-899's for cumulative mortality losses due to plant disease into the automated system.

*--Producers must annually file CCC-899, Parts A through D only, by stand to report the number of trees lost, even though they may not file for assistance until a subsequent year in the loss period.

Important: Part E, COC Approval or Disapproval of TAP Loss and Acres for Payment, must not be signed until the producer requests to file one cumulative CCC-899 capturing all losses in the approved loss period.--*

Note: Cumulative CCC-899's must be filed according to the time line in paragraph 31 C.

B Finalizing CCC-899 for Cumulative Losses Due to Plant Disease

The CCC-899 may be finalized when the producer requests to file one cumulative CCC-899 capturing all loss in the approved loss period.

Before approving CCC-899 for payment, the approving official must ensure that all eligibility requirements are met, and a field visit has been completed to verify practice completion. See paragraph 63 for LA requirements.

Reports, Forms, Abbreviations, and Delegations 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 (HELC) and Wetland Conservation (WC) Certification		123, 401, 403
CCC-36	Assignment of Payment		403
CCC-37	Joint Payment Authorization		403
CCC-526	2008 Payment Eligibility Average Adjusted Gross Income Certification		401
CCC-770	TAP Checklist	155	
CCC-899	Tree Assistance Program Application for Trees, Bushes, and Vines	61	Text
CCC-901	Members Information 2009 and Subsequent Years		403
CCC-941	Average Adjusted Gross Income (AGI) Certification and Consent to Disclosure of Tax Information - Agricultural Act of 2014		403
FSA-325	Application for Payment of Amounts Due Persons Who Have Died, Disappeared, or Have Been Declared Incompetent		91, 401
FSA-578	Report of Acreage		33, 122
FSA-850	Environmental Screening Worksheet		5, 63, 125
NRCS-CPA-052	Environmental Evaluation Worksheet		125

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

Abbreviations Not Listed in 1-CM

The following abbreviations are not listed in 1-CM.

Approved Abbreviations	Term	Reference
2002 Farm Bill	The Farm Security and Rural Investment Act of 2002 (Pub. L. 107-171)	401
2014 Farm Bill	Agricultural Act of 2014 (Pub. L. 113-79)	1, 2, 121
DAS	Disaster Assistance Section	33
EA	Environmental Assessment	125
ECPR	Estimated Calculated Payment Report	411
HTML	hyper-text markup language	271,376
NEPA	National Environmental Policy Act	2, 125
PPB	Program Policy Branch	33
SEC	State Environmental Coordinator	5, 125
SND	Safety Net Division	31

Redelegations of Authority

This table lists redelegations of authority in this handbook.

Redelegation	Reference
CED may redelegate approval authority to PT's for routine cases.	5, 61
Note: PT's shall not be delegated authority to disapprove any CCC-899's.	