

**For:** State and County Offices

**Extended Deadline to File CCC-860 for Coronavirus Food Assistance Program (CFAP 2)  
Underserved Producers (UP) Additional Payments**

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



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**1 Overview**

**A Background**

FSA began issuing CFAP 2 UP additional payments on January 10, 2023, equal to 15 percent of the previous CFAP 2 payment and CFAP 2 top-up payment, under the same authority as the producers' previous CFAP 2 payments.

Notice CFAP-28 provided guidance that UP eligibility will be determined based on the 2020 program certification on CCC-860 and that CCC-860 must be on file with FSA, and the determination recorded according to 3-PL (Rev. 2), to receive the additional payment. Producers who had not previously certified to their status for the 2020 program year were allowed to submit CCC-860 to be eligible for the additional payment by February 10, 2023.

**B Purpose**

This notice:

- informs State and County Offices of the extended deadline for producers to file CCC-860 to be eligible for CFAP 2 UP additional payments
- provides guidance for processing CCC-860's and processing payments in NPS.

**C Contact Information**

Direct questions about this notice to Jody Kenworthy at [jody.kenworthy@usda.gov](mailto:jody.kenworthy@usda.gov) and Jenae Prescott at [jenae.prescott@usda.gov](mailto:jenae.prescott@usda.gov).

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**Disposal Date**

August 1, 2023  
3-20-23

**Distribution**

State Offices; State Offices relay to County Offices

## Notice CFAP-29

### 2 CCC-860 Filing Deadline and Processing Guidelines

#### A Extended Deadline to File CCC-860

The deadline for producers to submit CCC-860 for CFAP 2 UP additional payment eligibility is **March 31, 2023**.

#### B Guidance and Deadline for Processing CCC-860

The original deadline for producers to submit CCC-860 to be eligible for the additional payment was February 10, 2023. Many offices received CCC-860's after the original February 10<sup>th</sup> deadline, and offices were told that further guidance would be provided on what actions were to be taken on CCC-860's received after the February 10<sup>th</sup> deadline.

With guidance from this notice, offices are to:

- immediately record all CCC-860's received after the February 10<sup>th</sup> deadline that have not been processed
- record all CCC-860's as they are received
- ensure that all CCC-860's received for CFAP 2 UP additional payment eligibility are recorded in the system by **March 31, 2023**

**Note: CCC-860's postmarked on or before March 31, 2023, will be considered timely filed.**

- continue to load all CCC-860's as they are received according to 3-PL (Rev. 2), even if they are received after the March 31<sup>st</sup> deadline.

**Note:** Offices will continue to record CCC-860's received after March 31, 2023; however, it is very important to ensure that all CCC-860's received for the intent of CFAP 2 UP additional payments are recorded in the system by **March 31, 2023**, to support successful closeout of CFAP 2 UP additional payment activities.

#### C Processing Payments in NPS

On March 15, 2023, CFAP 2 payments were temporarily disabled; therefore, no new payments will be generated if CCC-860's are recorded in the system. Before payments were disabled, several CFAP 2 UP additional payments were generated for CCC-860's received after the original February 10<sup>th</sup> deadline and are currently being held in NPS. With a deadline extension to file CCC-860 for CFAP 2 UP additional payment eligibility, those payments are now valid and offices are authorized to release them.

Offices must verify that the payment in NPS is a valid payment with CCC-860 on file. If there is no CCC-860 on file, the payment is not valid and is not to be issued. Producers have until March 31, 2023, to file CCC-860 for those payments to be valid payments. Once a timely filed CCC-860 is submitted, the payment may be issued.

## Notice CFAP-29

### 3 Public Information and Program Communications

#### A Publicizing the Program

Program information, including signup and eligibility, is publicized in a variety of ways as resources allow. These communication tools include, but are not limited to, the following:

- news releases
- print media
- electronic media, including govDelivery newsletters, bulletins, and SMS texting
- FR
- direct mailings, which may be limited by FSA resource availability
- radio and television announcements
- posting program information in the USDA Service Center.

County Offices should work closely with the State Communications Coordinator for assistance with:

- publicizing the program with targeted media outlets
- promoting through govDelivery and print and broadcast outlets to create program awareness.

### 4 Action

#### A State Office Action

State Offices will:

- ensure that County Offices follow the guidance provided in this notice
- assist County Offices with questions about this notice
- direct questions to Jody Kenworthy and Jenae Prescott in the National Office.

#### B County Office Actions

County Offices will:

- review and follow the contents of this notice
- direct questions to their applicable State Office specialist.