

For: State and County Offices

Deadlines for FY 2009 Reconstitutions

Approved by: Acting Deputy Administrator, Farm Programs



1 FY 2009 Reconstitutions

A Requesting Farm Reconstitutions

August 1, 2009, is the final date to accept a completed FSA-155 for FY 2009 farm combinations and/or farm divisions for a farm:

- with DCP base acres
- protecting CAB's under a CRP contract.

COC shall **not** approve requests for reconstitutions that do **not** meet 2-CM provisions. See 2-CM, paragraph 73 for effective dates of reconstitutions and additional restrictions. Producers must be immediately notified of approval or disapproval of their request for reconstitution according to 2-CM, paragraph 275.

B Initiating FY 2009 Reconstitutions

As of **August 15, 2009**, the reconstitution software will **not** allow a farm combination or farm division to be initiated on a farm with DCP base acres or a farm protecting CAB's under a CRP contract. Farm combinations or divisions on these farms must be initiated by COB **August 14, 2009**. Reconstitutions not meeting these types of criteria may be initiated at any time up to installing 2010 farm record rollover software.

C Updating FY 2009 Farm Reconstitutions

All farm reconstitutions shall be updated by **August 31, 2009**, which will allow sufficient time for producers to return signatures and documentation before the end of FY 2009 contract period for DCP and ACRE. Farm reconstitutions that are **not** updated when 2010 farm records rollover is processed will be deleted and the parent farm will be reactivated.

Disposal Date	Distribution
November 1, 2009	State Offices; State Offices relay to County Offices

Notice CM-649

1 FY 2009 Reconstitutions (Continued)

D Deleting FSA-578

A reconstitution cannot be completed on the same day a previously taken FSA-578 is deleted. The web application may take up to 48 hours to recognize that FSA-578 has been deleted. The following steps must be completed to delete FSA-578 before a reconstitution can be completed.

Step	Action
1	Remove all crop end-year entries on prior year FSA-578 that contain an end-year date of the current year or a future year.
2	Delete current FSA-578.
3	Run the end-of-day process.
4	Wait until the morning of the second workday following running the end-of-day process. Note: Workdays do not include weekends or holidays.
5	Complete the reconstitution.
6	Do not delete FSA-578 again if unable to complete the reconstitution after 3 workdays. Deleting FSA-578 again creates a backlog of data to be updated to the web application, therefore, causing additional delays. Report the problem through the State Reconstitution Specialist immediately . Note: The State Reconstitution Specialist shall immediately report the problem to Ginny Haynes by e-mail at ginny.haynes@wdc.usda.gov .