

For: State and County Offices

Guidance for FSA Farm Programs Activities During the Lapse in Federal Funding

Approved by: Acting Deputy Administrator, Farm Programs



1 Overview

A Background

On January 22, 2019, the Secretary announced that all FSA offices would reopen to provide additional administrative services to farmers and ranchers during the lapse in federal funding. On January 24, 2019, all FSA offices reopened nationwide.

Notice CM-807 was posted January 24, 2019, which extends FSA program deadlines that may have occurred during the lapse in federal funding.

B Purpose

This notice:

- provides guidance on FSA program activities and services authorized to be administered by FSA State and County Offices during the lapse in federal funding
- obsoletes Notice CRP-862.

2 Programs and Program Activities

A Permitted Programs

Employees may administer the activities and related functions for programs listed below. These activities must be performed according to applicable policies and procedures found in the appropriate handbooks and notices. Employees should follow the deadline extensions provided in Notice CM-807 for the applicable programs.

- Market Facilitation Program (MFP)
- Marketing assistance loans (MAL's) and loan deficiency payments (LDP's)
- Release of collateral warehouse receipts
- Service existing Conservation Reserve Program (CRP) contracts
- Dairy Margin Protection Program
- Agricultural Risk Coverage (ARC) and Price Loss Coverage (PLC)
- Livestock Forage Disaster Program (LFP)
- Emergency Assistance Livestock, Honey Bees, and Farm-raised Fish Program (ELAP)
- Livestock Indemnity Program (LIP)
- Noninsured Crop Disaster Assistance Program (NAP)
- Tree Assistance Program (TAP)

Disposal Date	Distribution
July 1, 2019	State Offices; State Offices relay to County Offices

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2 Programs and Program Activities

B Prohibited Activities

Unless stated in this notice, all other activities are prohibited, including nonprogram activities such as AFIDA.

C Incidental Activities

The following matters are incidental and may be performed:

- accept fees and deposit checks
- conduct field visits for permitted programs
- create and edit records in Business Partner
- issue prompt payment interest payments
- perform farm divisions (but not combinations)
- perform GIS activities
- file UCC-1's
- perform lien searches
- use mailing services in support of the permitted farm programs (for example, transaction statements and adverse determination letters)

Note: These services shall continue until postage fees are depleted.

- process and record assignments
- distribute and accept all program applications submitted by the producer, but only process applications for authorized programs
- distribute fact sheets and any other information readily available to assist in carrying out the authorized activities and to support customers.

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2 Permitted Programs and Program Activities (Continued)

D Permitted Program Activities

The following table explains specific activities that are permitted and not permitted.

Program/Area	Program Activities	
	Permitted	Not Permitted
MFP	Administer all activities and complete related functions.	
MAL, LDP, and Sugar Loans	<ul style="list-style-type: none"> • Administer all activities and complete related functions, including CMA, LSA, and DMA activities. • Process refunds for amounts in excess of total repayment amount. • Accept all eligibility documents. • Provide new payoff loan requests made in person or by telephone. • Conduct spot checks. 	<ul style="list-style-type: none"> • Use of the Online Payment (OLP) service or purchase cards to process MAL related fees. • Payment of outstanding invoices for lien searches.
CRP (including CREP, CRP-Grasslands, and EFCRP)	<p>Complete contract modifications, and make annual rental, incentive, and cost-share payments on contracts approved through September 28, 2018.</p> <p>Notes: Acreage increases are only authorized if required as part of the final conservation plan.</p> <p>Notice CRP-862 is obsolete.</p>	All other activities.
MPP	<p>Administer all activities and complete related functions.</p> <p>Note: Rates for November and December 2018 are not currently available.</p>	
2014 – 2018 ARC/PLC	Administer all activities and complete related functions.	
Disaster Programs (LIP, LFP, TAP, and ELAP)	<p>Administer all disaster programs activities and complete related functions.</p> <p>Note: Take manual 2019 ELAP, and TAP applications.</p>	

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2 Permitted Programs and Program Activities (Continued)

D Permitted Program Activities (Continued)

Program/Area	Program Activities	
	Permitted	Not Permitted
NAP	Administer all activities and complete related functions, including, but not limited to: <ul style="list-style-type: none"> • process the service fee as provided in existing program policy • maintain the National Crop Table • loss adjustor activity. 	
FSFL	<ul style="list-style-type: none"> • Enter loan repayments. • Process UCC-3's. • Issue loan notification and demand letters. • File proof of claims for bankruptcies. • Act on foreclosure proceeding. • Complete loan and collateral inspections. 	<ul style="list-style-type: none"> • Processing new FSFL loan applications. • Payment of outstanding invoices for lien searches.
GRP	Administer all activities and complete related functions.	
Acreage Reporting	Administer all activities and complete related functions.	

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2 Permitted Programs and Program Activities (Continued)

D Permitted Program Activities (Continued)

Program/Area	Program Activities	
	Permitted	Not Permitted
Program and Producer Eligibility and Compliance (AGI, Actively Engaged in Farming, HEL/WC, and Farm Operating Plans)	<ul style="list-style-type: none"> • Accept all eligibility and compliance forms and process according to existing policies and procedures. • Accept and administer program and compliance eligibility for all FPAC program participants, including NRCS and RMA participants. <p>Note: The CCC-941 form was modified on January 24, 2019. County Offices should use the revised version as of the date of the revised form.</p>	
Secretarial Designations	Process Secretarial designations.	
STORM	Enter all necessary weather information.	

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3 Points of Contact

A Contact Information

County Offices shall work through their State Office contacts to answer all farm programs questions. State Offices should contact any of the following with specific questions about the policy and the automation of specific farm programs, or administrative or fiscal matters.

Program/Area	Point of Contact – Policy	Telephone	Email
LIP, ELAP	Amy Mitchell	202-720-8954	<u>Amy.Mitchell1@wdc.usda.gov</u>
LFP	Kelly Breinig	202-720-1603	<u>Kelly.Breinig@wdc.usda.gov</u>
TAP	Kay Niner	202-205-9354	<u>Kay.Niner@wdc.usda.gov</u>
NAP	Rhonda Pudwill	202-260-8172	<u>Rhonda.Pudwill@wdc.usda.gov</u>
WHIP	Clay Lagasse	202-205-9893	<u>Clay.Lagasse@wdc.usda.gov</u>
ARC/PLC	Brent Orr	202-720-0809	<u>Brent.Orr@wdc.usda.gov</u>
MFP	Kelly Hereth-Dawson	202-720-0448	<u>Kelly.Hereth@wdc.usda.gov</u>
MPP, DIPP, RTCP	Doug Kilgore	202-720-9011	<u>Douglas.e.Kilgore@usda.gov</u>
MAL and LDP (except cotton and peanuts)	Shayla Watson-Porter	202-690-2350	<u>Shayla.Watson-Porter@wdc.usda.gov</u>
Peanut Loans	George Pryor	202-690-4799	<u>George.Pryor@wdc.usda.gov</u>
Cotton Loans	Kelly Hereth-Dawson	202-720-0448	<u>Kelly.Hereth@wdc.usda.gov</u>
FSFL and Sugar Loans	Toni Williams	202-720-2270	<u>Toni.Williams@wdc.usda.gov</u>
Conservation	Misty Jones	202-720-0849	<u>Misty.Jones@wdc.usda.gov</u>
	Beverly Preston	202-720-9563	<u>Beverly.Preston@wdc.usda.gov</u>
	Jim Williams	202-720-9562	<u>Jim.Williams@wdc.usda.gov</u>
	Martin Bomar	202-205-4537	<u>Martin.Bomar@wdc.usda.gov</u>
ECP and EFRP	Martin Bomar	202-205-4537	<u>Martin.Bomar@wdc.usda.gov</u>
	Shanita Landon	202-690-1612	<u>Shanita.Landon@wdc.usda.gov</u>
BCAP	Martin Bomar	202-205-4537	<u>Martin.Bomar@wdc.usda.gov</u>
	Kelly Novak	202-720-4053	<u>Kelly.Novak@wdc.usda.gov</u>
Acreage Reporting	Helen Mathew	202-720-9878	<u>Helen.Mathew@wdc.usda.gov</u>
Eligibility	Paul Hanson	202-720-4189	<u>Paul.Hanson@wdc.usda.gov</u>
Compliance, HEL/WC	Joe Fuchtman	202-260-9146	<u>Joseph.Fuchtman@wdc.usda.gov</u>

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3 Points of Contact (Continued)

A Contact Information (Continued)

Program/Area	Point of Contact – Automation	Telephone	Email
GIS	Alison Lenz	202-690-3858	<u>Alison.Lenz@wdc.usda.gov</u>
	Dan Janes	701-893-2243	<u>Dan.Janes@wdc.usda.gov</u>
	Alanda Crawford	202-720-5094	<u>Alanda.Crawford@wdc.usda.gov</u>
MIDAS/Farm Records	Billie Jo Smith	402-437-5279	<u>Billiejo.Smith@ne.usda.gov</u>
Business Partner	Kerry Sefton	202-720-6120	<u>Kerry.Sefton@wdc.usda.gov</u>
CARS and CIMS	Jantrice Williams	202-720-3637	<u>Jantrice.Williams@wdc.usda.gov</u>
NCT	Loretta Baxa	202-720-7602	<u>Loretta.Baxa@wdc.usda.gov</u>
STORM	Alanda Crawford	202-720-5094	<u>Alanda.Crawford@wdc.usda.gov</u>
COLS	Gina Smith	202-690-5221	<u>Gina.Smith@wdc.usda.gov</u>
Conservation Payments	Bryan Rogers	202-720-6705	<u>Bryan.Rogers@wdc.usda.gov</u>
CCMS, ARC/PLC Contracts	Mike Walter	816-926-7902	<u>Michael.Walter@wdc.usda.gov</u>
Cost Share Applications, WHIP applications	Steve Stark	816-823-5347	<u>Steve.Stark@wdc.usda.gov</u>
Cost Share Payments, OCCSP Payments	Mary Sebben	816-823-1461	<u>Mary.Sebben@wdc.usda.gov</u>
LIP Applications, LFP Applications, ELAP Applications, TAP Applications	Shane Brown	202-720-6336	<u>Shane.Brown@wdc.usda.gov</u>
MAL Applications, MAL Repayments, LDP Applications	Laura Schlote	202-720-7785	<u>Laura.Schlote@wdc.usda.gov</u>
ARC/PLC Payments, LFP Payments, MFP Payments, WHIP Payments	Tina Nemec	202-690-4027	<u>Tina.Nemec@wdc.usda.gov</u>

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3 Points of Contact (Continued)

A Contact Information (Continued)

Program/Area	Point of Contact – Automation	Telephone	Email
DIPP Payments, RTCP Payments, MPP Payments, FSFL Payments	Stacy Carroll	202-690-8037	<u>Stacy.Carroll@wdc.usda.gov</u>
LIP Payments, TAP Payments, NAP Payments	Lenior Simmons	202-720-9070	<u>Lenior.Simmons@wdc.usda.gov</u>
LDP Payments	Bobbi McKay	816-823-2912	<u>Bobbi.Mckay@wdc.usda.gov</u>
Payment Eligibility	Michele Davidson	816-823-1466	<u>Michele.Davidson@wdc.usda.gov</u>
MFP Applications	Laura Schlote	202-720-7785	<u>Laura.Schlote@wdc.usda.gov</u>
	Brittany Ramsburg	202-260-9303	<u>Brittany.Ramsburg@wdc.usda.gov</u>
MPP Contracts	Tracey Smith	202-720-4365	<u>Tracey.Smith@wdc.usda.gov</u>
FSFL Applications	Brittany Ramsburg	202-260-9303	<u>Brittany.Ramsburg@wdc.usda.gov</u>
NAP Applications	Todd Pfeifer	816-926-2594	<u>Todd.Pfeifer@wdc.usda.gov</u>
	Loretta Baxa	202-720-7602	<u>Loretta.Baxa@wdc.usda.gov</u>
GRP	Sylvia Redd	202-720-5783	<u>Sylvia.Redd@wdc.usda.gov</u>

Note: For Business Center questions, employees shall use the intake process found at <https://usdafpacbc.service-now.com/fpac>.