

For: State and County Offices

**Manually Recording Approved CRP-1R's for the Transition Incentives Program (TIP)**

Approved by: Deputy Administrator, Farm Programs



**1 Overview**

**A Background**

The Food, Conservation, and Energy Act of 2008 amendments to the Food Security Act of 1985, as amended, authorized \$25 million for the voluntary transition of land enrolled under an expiring CRP contract from a retired or retiring owner or operator to a beginning or socially disadvantaged farmer or rancher to return the land to production for sustainable grazing or crop production.

Retired or retiring owners and operators who qualify under TIP may be eligible to receive annual rental payments for up to 2 additional years after the CRP-1 expiration date provided the transition is **not** to a family member as defined according to 4-PL, paragraph 138.

**Note:** Family members of the retired or retiring owners or operators may participate in TIP; however, the additional 2 years of annual rental payments will **not** be paid.

Disposal Date	Distribution
March 1, 2011	State Offices; State Offices relay to County Offices

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### 1 Overview (Continued)

#### B Purpose

This notice provides State and County Offices the following:

- instructions for manually recording approved CRP-1R's for TIP
- procedure for reporting pertinent information from the approved CRP-1R
- the deadline for completing the accumulative monthly report
- that State Offices **must** submit the accumulative monthly report for their State.

### 2 Reporting Requirements for Annual Rental Payments Under TIP

#### A National Office Report

The National Office will monitor the \$25 million which was made available for TIP through FY 2012. Monitoring TIP funds will be done using the excel spreadsheet 3 until TIP is automated. A future notice will provide guidance for TIP once the process is automated.

#### B County Office Report

County Offices shall provide the following information to the State Office by **COB on the 25th of each month**:

- State
- county
- TIP contract number
- TIP acres
- farm number
- tract number
- rental rate per year
- beginning date
- end date
- approval date.

#### C State Office Report

State Offices shall provide to the National Office information derived from the approved CRP-1R's provided by the County Office using the Excel spreadsheet available on the CEPD SharePoint site at <https://fsa.sc.egov.usda.gov/states/cepd/crp/TIP/default.aspx>. The State Offices shall download the State report, fill in the pertinent information, and provide this information by **COB the last day of each month** until further notice. See Exhibit 1 for an example of the Excel spreadsheet that State Offices will use to provide this information to the National Office. **Negative reports are required.** E-mail negative reports to Lana Nesbit at [Lana.Nesbit@wdc.usda.gov](mailto:Lana.Nesbit@wdc.usda.gov).

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### **3 Action**

#### **A State Office Action**

State Offices shall:

- provide the report to the National Office by COB last day of each month until further notice
- ensure that County Offices follow the contents of this notice.

#### **B County Office Action**

County Offices shall:

- provide to the State Office information from the approved CRP-1R's by COB on the 25th of each month until further
- follow the contents of this notice.

**State Office Approved CRP-1R Report**

The following is an example of the State Office report Excel spreadsheet available on the CEPD SharePoint site at <https://fsa.sc.egov.usda.gov/states/cepd/crp/TIP/default.aspx>. CLICK “CRP-1R (TIP) Data Entry”, download the applicable “State Report”, fill in the pertinent information, and e-mail the report to Lana Nesbit at [Lana.Nesbit@wdc.usda.gov](mailto:Lana.Nesbit@wdc.usda.gov).

STATE	COUNTY	CONTRACT NUMBER	TIP ACRES	FARM NUMBER	TRACT NUMBER	RENTAL RATE/YR	BEGINNING DATE	END DATE	APPROVAL DATE