

For: State and County Offices

Conservation Payments and Web-Based Business File

Approved by: Deputy Administrator, Farm Programs



1 Overview

A Background

The Dataload Phase 3 of the web-based Business File software is scheduled to be released on February 17, 2012. The software will not include the process needed to support payments that require a permitted entity designation. The new automation process will impact Conservation Program payments that have not been issued for entities and joint operations.

All payments for CRP and the Emergency Forestry Conservation Reserve Program (EFCRP) that are awaiting payments must be processed before any data is entered into the new application by the County Office. Once the County Office has recorded the Farm Operating Plan for entities with members and for joint operations in the web-based Business File System, the ability to make payments will be unavailable if the payment requires a permitted entity designation. A forthcoming notice will announce availability.

This will **not** impact payments to individuals.

B Purpose

This notice informs State and County Offices to ensure that pending conservation payments to entities and joint operations are issued before the County Office records CCC-902 information in the Business File System for the applicable producer.

Disposal Date	Distribution
August 1, 2012	State Offices; State Offices relay to County Offices

Notice CRP-709

1 Background (Continued)

C Contact

For questions about this notice:

- County Offices shall contact the State Office
- State Offices shall contact Kimberly Wright, CEPD at 202-720-1659 for questions about issuing conservation payments
- State Subsidiary Specialists shall contact PECD for assistance with Subsidiary or Business File questions.

2 Action

A State Office Action

State Offices shall ensure that County Offices understand the provisions of this notice.

B County Office Action

County Offices shall

- process any unissued payments for CRP, EFCRP, and TIP before the Farm Operating Plan is loaded in the Business File application for any pending payment subject to 1-PL provisioning
- ensure all pending payments where permitted designations apply to the contract are issued before the Farm Operating Plan information is recorded
- notify the Eligibility Recording County Office that a payment is pending so the office will delay loading the farm operating information in the Business File System.