

For: State and County Offices

2019 Conservation Payments

Approved by: Deputy Administrator, Farm Programs



1 Overview

A Background

According to 2-CRP, subparagraph:

- 462 B, CRP annual rental payments will be made, when authorized, after October 1 for each effective year
- 801 A, retired or retiring owners and operators who qualify under the Transition Incentive Program (TIP) may be eligible to receive annual rental payments for up to 2 additional years.

Emergency Forestry Conservation Reserve Program (EFCRP) annual rental payments are scheduled to be issued each year, on or after the anniversary of the effective date of the contract.

B Purpose

This notice:

- advises State and County Offices that Conservation Systems will be shut down at **2 p.m. c.t.** on September 30, 2019, to prepare for the annual batch payment process for 2019 TIP, EFCRP, and CRP annual rental payments for contracts subject to 1-PL provisions
- advises State and County Offices that on October 9, 2019, the annual batch payment process will be processed for 2019 CRP annual rental payments for contracts subject to 4-PL and 5-PL provisions
- provides State and County Offices with the upcoming schedule for payment processing for CRP, TIP, and EFCRP
- reminds State and County Offices that payment reports are accessible through the Common Payment Reports System according to 9-CM.

Disposal Date	Distribution
January 1, 2020	State Offices; State Offices relay to County Offices

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2 CRP Schedule

A Batch Processing Order of CRP Contracts

For the system to properly determine payment limitation for CRP, CRP contracts subject to 1-PL provisions **must** be processed first, followed by processing CRP contracts subject to 4-PL and 5-PL provisions. To ensure that payments are processed in the correct order and to allow time for County Offices to correct any issues that have reduced or prevented payment on 1-PL CRP contracts before the 4-PL and 5-PL CRP contract batch occurs, there will be 2 separate batch payment processes.

The first batch will begin running the TIP, EFCRP, and 1-PL CRP contracts on October 2, 2019. NPS will remain online allowing payments to be certified and signed as soon as processed.

The second batch will begin running October 9, 2019, to start processing 4-PL and 5-PL CRP contracts. NPS will remain online allowing payments to be certified and signed as soon as processed.

Note: Program year 2020 will not be available in the Conservation Payments System to process 2020 CRP incentive payments until the batch payment processes are completed October 9, 2019, and authority has been received.

B Conservation Software Schedule

The following is the projected software schedule for CRP, EFCRP, and TIP.

Projected Date	Action
September 30, 2019, at 2 p.m. c.t.	Shut down the following conservation applications to prepare for annual batch payment processing for TIP, EFCRP, and 1-PL CRP: <ul style="list-style-type: none">• BCAP• Conservation Contract Maintenance System (CCMS)• Conservation Funds Ledger System (CFLS)• Conservation Online System (COLS)• Conservation Payments (CP)• Cost Share Software (CSS)• EFCRP• GRP.
October 2, 2019	All conservation applications will be back online after TIP, EFCRP, and 1-PL payment processing is completed, pending apportionment request. TIP, EFCRP, and 1-PL CRP payments are available in NPS for certification and signature.

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2 CRP Schedule (Continued)

B Conservation Software Schedule (Continued)

Projected Date	Action
October 8, 2019, at 5 p.m. c.t.	Shut down the following conservation applications to prepare for annual batch payment processing for 4-PL and 5-PL CRP annual rental payments: <ul style="list-style-type: none"> • BCAP • CCMS • CFLS • COLS • CP • CSS • EFCRP • GRP.
October 9, 2019	As payments process to NPS, users may begin certifying and signing payments. All conservation applications will be back online after payment processing is completed, pending apportionment request.

3 Action

A State Office Action

State Offices must ensure that County Offices are aware of the contents of this notice.

B County Office Action

County Offices must:

- have all contract data updated correctly in CCMS before the first payment run to ensure that manual reprocessing of payments is not necessary after the batch payment processes, which could result in contracts being paid out of the correct 1PL/4PL/5PL order
- use the Common Payment Reports, Prepayment Report to resolve any outstanding reduction issues **before 2 p.m. c.t. September 30, 2019**
- begin certifying and signing:
 - TIP, EFCRP, and 1-PL CRP payments in NPS on or about **October 2, 2019**
 - 4-PL and 5-PL CRP payments in NPS on or about **October 9, 2019**

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3 Action (Continued)

B County Office Action (Continued)

- use the Common Payment Reports, Nonpayment/Reduction Report to resolve issues that prevented or reduced payments after each batch payment run
- use the Conservation Payments, “Make NPS Payment” option after the issue causing the payment failure is corrected, if applicable.