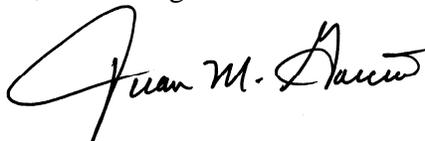


For: State and County Offices

GRP Web-Based Software Deployment

Approved by: Deputy Administrator, Farm Programs



1 Overview

A Background

FSA and NRCS have joint responsibilities implementing GRP. FSA is responsible for tracking contract and financial activities. System 36 software provided automated support for GRP application processing.

B Purpose

This notice informs State and County Offices of the following:

- that web-based GRP software is available
- policy, procedure, training, and additional GRP information.

2 Software Deployment

A Introduction

The web-based GRP software is authorized for use by State and County Offices beginning May 3, 2012. All 2012 GRP funds will be obligated and paid using the web-based GRP software.

This software will allow County Offices to:

- create and approve new contract applications
- create new easement applications
- populate forms
- approve easements and rental contracts
- add practices
- view, edit, copy, and delete applications
- make contract and easement payments
- modify rental contracts
- generate and print reports and forms.

Disposal Date	Distribution
May 1, 2013	State Offices; State Offices relay to County Offices

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2 Software Deployment (Continued)

B Program Resources

To begin using the new software, select “GRP” from FSA Applications located at http://intranet.fsa.usda.gov/fsa/FSAIntranet_applications.html.

Automated training for using the new software is located at <http://fsaintranet.sc.egov.usda.gov/fsa/dafp/training/default.htm>.

Detailed instructions on using the new software are available in the GRP Software User Guide located at <http://fsaintranet.sc.egov.usda.gov/ffas/dafp/cepd/grp/GRP%20UserGuide.pdf>.

Additional Information on GRP is located at <http://fsaintranet.sc.egov.usda.gov/ffas/dafp/GRPHandbookInfo.htm>.

C GRP Contract and Easement Migration

GRP rental contracts and easements stored on System 36 will be migrated into the web-based GRP software before the end of the FY. Before migration, County Offices will have their records and payments current. It is expected that System 36 GRP information will be off-line for a short time before migration. However, additional information will be provided in a future notice.

Note: In the web-based GRP software, County Office users must wait as late in the FY as possible before approving an easement in the web-based GRP software because currently, there is no easement modification software. Therefore, the obligation amount will not be able to be changed after approval. This will affect all FY 2012 easements. Further guidance will be provided in a notice at a later date.

D Conservation Funds Ledger System (CFLS)

Funds will be allocated using CFLS and eFunds. States will be notified when 357's are available in CFLS and allotments have been made in eFunds. Additional information on CFLS is available in the CFLS User Guide on the State and County Information Intranet web site.

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2 Software Deployment (Continued)

E Contact

For questions about this notice:

- County Offices shall contact the State Office
- State Offices shall contact 1 of the following:
 - Sylvia Redd for questions about the web-based GRP software by:
 - e-mail at **sylvia.redd@wdc.usda.gov**
 - telephone at 202-720-5783
 - Kathie Moh for questions about allocations within CFLS and E-Funds by:
 - e-mail at **kathie.moh@wdc.usda.gov**
 - telephone at 202-720-0282
 - Jim Williams for policy questions by:
 - e-mail at **jim.williams@wdc.usda.gov**
 - telephone at 202-720-9562
 - Elizabeth Crane-Wexler (NRCS) for policy questions by:
 - e-mail at **elizabeth.crane-wexler@wdc.usda.gov**
 - telephone at 202-720-0242.