

For: State and County Offices

Rollover of 2005 Records

Approved by: Acting Deputy Administrator, Farm Programs



1 Overview

A Background

To enable County Offices to timely process 2006 applications for coverage and service fees, a decision was made to initiate rollover of the 2005 NCT records as shell records and download them to County Offices. This will allow 2006 applications for coverage to be taken to meet the deadline for entering those applications in the automated system.

B Purpose

This notice alerts State and County Offices that:

- crop year 2005 data loaded on 2005 NCT, as of COB June 13, 2005, was rolled over for 2006 on June 14, 2005
- because of the volume of records that need to be downloaded for 2006, County Offices may have received downloads on June 15 or 16, 2005.

Note: If download of 2006 records is not received by June 24, 2005, County Offices shall contact their State Office.

- crop data that was not loaded on 2005 NCT by June 13, 2005, may be added when the 2006 shell process is enabled
- 2006 shell process was available June 16, 2005
- continuous coverage letters must be printed before applications for coverage can be loaded
- options for 2001 through 2003 have been removed from NCT.

Disposal Date	Distribution
September 1, 2005	State Offices; State Offices relay to County Offices

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1 Overview (Continued)

C 2006 Application for Coverage Software

The 2006 Application for Coverage software will be available on or about June 16, 2005. Refer to Information Bulletin No. 3408. Before loading 2006 applications for coverage into the automated systems, County Offices must have:

- received their 2006 NCT shell records
- printed their 2006 continuous coverage letters.

Notes: See 1-NAP, paragraph 891.

Access to 2006 software will not be permitted until the continuous coverage letters have been printed.

For crop year 2006, applications for coverage must be loaded in the automated system no later than 7 calendar days after the application closing date. This validation does not apply to crops that have an application closing date before June 30, 2005.

2 Action

A County Office Action

County Offices shall:

- begin using the automated application for coverage process as soon as shell records are available
- enter all manual applications for coverage into the automated system in a timely manner
- request the State Office to add shell records for crops not included in the County Office crop table when 2006 NCT is enabled.

B State Office Action

State Offices shall ensure that:

- County Offices load any manual applications for coverage that were taken before rollover
- County Offices enter all crop year 2006 applications for coverage in the automated system within 7 calendar days after the application closing date
- shell records for additional crops are timely entered when 2006 NCT is enabled.

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3 NCT Options Removed

A Options Removed from 2001, 2002, and 2003 NCT

All options have been removed from NCT for crop years 2001 through 2003 except:

- “view a record that currently exists”
- “report of approved crop records”.