

For: KY, NV, and NM State and County Offices, State Foresters, and Service Foresters

Reminder of Final Performance Deadline for SIP-PEST Fund Code 22 Requests

Approved by: Deputy Administrator, Farm Programs



1 Accepting SIP Fund Code 22 Requests

A Background

Notice SIP-40 authorized the SIP-PEST Program in the States of Kentucky, Nevada, and New Mexico.

Notice SIP-47 established the final performance date for SIP-PEST as June 30, 2004.

B Purpose

This notice reminds State and County Offices and Service Foresters that all SIP-PEST applications must have final performance completed no later than **June 30, 2004**.

C Action

County Offices shall notify all applicants with pending SIP-PEST applications that final performance must be completed no later than **June 30, 2004**.

D Contact

If there are questions about this notice:

- County FSA Offices shall contact the applicable State Office
- State FSA Offices shall contact Ilka Gray, CEPD at 202-720-5784
- FS or State Forestry Offices shall contact Regional FS Offices
- Regional FS Offices shall contact Hal Brockman, FS at 202-205-1694.

<p>Disposal Date</p> <p>January 1, 2005</p>	<p>Distribution</p> <p>Above State Offices; State Offices relay to County Offices and State Forestry Offices</p>
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Notice SIP-48

2 SIP-PEST Fund Code 22 Management

A Return of Unobligated or Deobligated SIP Funds

By **no later than August 6, 2004**, State and County Offices shall determine, in consultation with Service Foresters, the amount of unobligated and/or deobligated SIP fund code 22 funds remaining in the County Offices and return funds to the State Office upon notification.

State Offices shall **not** remove funds from State ledgers until SIP-357 is received in the State Office.

B Using Funds for Errors, Omissions, or Appeals

After June 30, 2004, the use of any remaining SIP-PEST funds for producer appeals, errors, or omissions, **may only occur after approval is received from the FS National Office** through the State Forester.

3 Practice Completion

A Practice Completion Date

All SIP-PEST applications must have final performance reported to the County Office or Service Forester **no later than June 30, 2004**.

Reminder: Failure to complete SIP-PEST practices by that date will result in cancellation of the application.

County Offices must ensure that all applicants who have not reported final performance are notified in writing that they have until June 30, 2004, to complete the practice or the applications will be canceled.

B County Office Recording of Final Performance

County Offices shall process applications according to 1-SIP and Notices SIP-40 and SIP-47 when final performance is reported. County Offices have 30 calendar days from the time the final performance is reported until payments must be made to avoid prompt payment penalties.

Note: Final performance does **not** have to be recorded in the System 36 **by June 30, 2004**. Only the producer has to report final performance by that date.

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4 Action

A State Office Action

State Offices shall:

- immediately provide a copy of this notice to County Offices and applicable State Forestry Offices
- by **COB on August 6, 2004**, determine, in consultation with the State Forester, the amount of SIP-PEST funds available for release to the National Office.

Note: State Foresters will report as directed in subparagraph B.

- **not** take action to remove funds from ledgers until SIP-357 is received in the State Office.

B State Forester Action

As instructed by the National FS Office, State Foresters shall:

- **by COB on August 6, 2004**, determine, in consultation with the FSA State Office, the amount of SIP-PEST funds available for release to the National Office.
- FAX or e-mail amounts available to be released to Hal Brockman, National FS Office, at 202-205-1271 or **hbrockman@fs.fed.us**.

C County Office Action

County Offices shall:

- on August 2, 2004, or as soon as possible thereafter, after consultation with the Service Forester, cancel any SIP-PEST applications for which final performance has not been reported

Note: Ensure that the producer is given proper notification along with appeal rights.

- notify the State Office **by August 4, 2004**, of amount of funds to be returned
- **not** take any action to move funds on ledgers until notified to do so by the State Office.

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4 Action (Continued)

D Service Forester Action

Service Foresters shall:

- on August 2, 2004, or as soon as possible thereafter, after consultation with the County Office, cancel any SIP-PEST applications for which final performance has not been reported

Note: Ensure that the producer is given proper notification along with appeal rights.

- notify the State Office **by August 4, 2004**, of amount of funds to be returned
- **not** take any action to move funds on ledgers until notified to do so by the State Office.