

For: State and County Offices

2016 Conservation Payments

Approved by: Acting Deputy Administrator, Farm Programs



1 Overview

A Background

According to 2-CRP, subparagraph:

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

Also, Emergency Forestry CRP (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 the afternoon of September 30, 2016, to perform the annual batch payment process for 2016 TIP, EFCRP, and 1-PL CRP annual rental payments
- advises State and County Offices that Conservation Systems will be shut down again the afternoon October 13, 2016, to perform the annual batch payment process for 2016 corrected 1-PL CRP annual rental payments, and 4-PL and 5-PL CRP annual rental payments
- 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, 2017 9-30-16	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, 1-PL CRP contracts **must** be processed first and then 4-PL and 5-PL CRP contracts. 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 October 3, 2016, to process TIP, EFCRP, and 1-PL CRP contracts. The 2016 TIP, EFCRP annual rental, and 1-PL CRP annual rental payments will begin to be available for signature on October 3, 2016. NPS will remain online and payments will be available for certification and signature as they are processed.

The second batch will begin running October 14, 2016, to process corrected 1-PL CRP contracts and start processing 4-PL and 5-PL CRP contracts. The 2016 annual rental payments for 1-PL and 4-PL and 5-PL CRP contracts will begin to be available for signature on October 14, 2016. NPS will remain online and payments will be available for certification and signature as they are processed.

B Conservation Software Schedule

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

Projected Date	Action
September 30, 2016	Shutdown the following conservation applications for annual batch payment processing for TIP, EFCRP, and 1-PL CRP: <ul style="list-style-type: none">• BCAP• Conservation Contract Maintenance System• Conservation Funds Ledger System (CFLS)• Conservation Online System (COLS)• Conservation Payments• Cost Share Software (CSS)• EFCRP• GRP.
October 3, 2016	All conservation applications back online after TIP, EFCRP, and 1-PL payment processing is completed.
	TIP payments processed and available in NPS for certification and signature.
	EFCRP payments available in NPS for certification and signature.
	1-PL CRP payments available in NPS for certification and signature.

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2 Schedule (Continued)

B Conservation Software Schedule (Continued)

Projected Date	Action
October 13, 2016	<p>Shutdown the following conservation applications for annual batch payment processing for corrected 1-PL CRP annual rental payments and 4-PL and 5-PL CRP annual rental payments:</p> <ul style="list-style-type: none"> • BCAP • CFLS • COLS • Conservation Contract Maintenance System • Conservation Payments • CSS • EFCRP • GRP.
October 14, 2016	<p>As payments process through to NPS, users can begin certification and signature of all payments in NPS.</p> <p>All conservation applications back online after payment processing is completed.</p>

3 Action

A State Office Action

Ensure that County Offices are aware of the content of this notice.

B County Office Action

County Offices shall:

- use the Common Payment Reports, Prepayment Report to resolve any outstanding reduction issues **before** the batch payment run begins **September 30, 2016**
- begin certifying and signing:
 - TIP, EFCRP, and 1-PL CRP payments in NPS on or about **October 3, 2016**
 - 1-PL, 4-PL, and 5-PL CRP payments in NPS on or about **October 14, 2016**
- 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.