



Natural Resources Conservation Service
State Office
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June 23, 2003

OKLAHOMA BULLETIN NO. OK300-3-2

SUBJECT: LTP – Conservation Reserve Program (CRP) Ledger of Plans Completed for Fiscal Year (FY) 2003

Purpose: Provide instruction for completing and transmitting ledger of plans completed to date for the Conservation Reserve Program (CRP) Continuous Sign-up for fiscal year (FY) 2003.

Expiration Date: September 30, 2002

Action Required By: July 14, 2003

The agency is using a “full cost model” to predict the cost of technical assistance for CRP rather than a reimbursement from the Farm Service Agency (FSA). With this new change, it is necessary that employees fully understand how CRP reimbursement is earned by the Natural Resources Conservation Service (NRCS) at the National and the State level.

The model predicts the cost of delivering CRP based on the tasks completed using data from the workload analysis. For this year, CRP earnings will be based on the full cost model. NRCS CRP technical assistance is based on two work products from the model: (1) \$817 per plan completed and approved by the FSA County Committee, and (2) \$377 per plan for practice implementation. The total of these two products reflects the CRP technical assistance cost (\$1,194). Generally, these products are completed over a 2-year period. In an attempt to determine how much CRP technical assistance funds have been obligated by states, NHQ needs to know the total number of conservation plans completed October 1, 2002, through May 31, 2003. This will assist in accurately accounting for the technical assistance dollars earned against the amount available. Additional funds may be provided to states that will earn additional dollars over and beyond their initial allocation.

Completed conservation plans are defined as plans: (1) for which all planning has been completed, (2) signed by the producer, (3) which include endorsement of the Conservation District and NRCS official, and (4) have been forwarded to the FSA for County Committee approval. If these activities have not been completed, the conservation plans should not be shown on the attached ledger of plans.

An Excel template (Filename - Continuous Sign-up ss.xls) is being provided for each county to enter the applicable data beginning with continuous sign-up CRP conservation plans provided to FSA after October 1, 2002. Every plan completed must be listed and a plan date entered; i.e., if a tract number is under two different CRP contracts and two plans were completed in FY 2003, the tract number will be listed twice. **Electronically transmit the Excel file for CRP Ledger of Plans Completed to Ted Kuntz at Ted.Kuntz@ok.usda.gov by close of business July 14, 2003.** Replace the “ss” in the filename with your county name prior to saving and transmitting. Counties without continuous sign-up CRP activity need only send a negative email reply to Ted.

/s/ John Glover, Acting For

M. DARREL DOMINICK
State Conservationist

Attachment