

For: State and County Offices

CRP General Signup 41 Contracts

Approved by: Acting Deputy Administrator, Farm Programs



1 Overview

A Background

CRP General Signup 41 contracts shall be processed through COLS and the new web-based Cost Share Software (CSS). In addition to CSS, the new web-based Program Provisioning software shall be used by CEPD to establish and maintain programs, program accounting codes, practices, and technical practices. Beginning no later than October 1, 2011, State and County Offices shall establish components and rates for CRP General Signup 41 contracts using the Program Provisioning software.

B Purpose

This notice provides procedure for processing CRP General Signup 41 contracts through COLS and CSS.

2 Automation

A Signup 41 Contract Approval

County Offices shall submit Signup 41 offers for plans to COC and COC shall approve acceptable Signup 41 offers, making them contracts, using COLS. General Signup 41 offers will **not** be downloaded or manually entered into System 36. To complete COC approvals for Signup 41 offers, see the CRP COLS-General Signup 41 Offer Process User Guide that is available at

http://fsaintranet.sc.egov.usda.gov/ffas/dafp/cepd/General_Signup_41/General_SU41_User_Guide0511.pdf.

Important: The AGI certification **must** be correctly loaded into Subsidiary Eligibility **before** contract approval is recorded. The AGI certification will be read and stored during the contract approval process and will be effective for the life of the contract.

Disposal Date January 1, 2012	Distribution State Offices; State Offices relay to County Offices and NRCS State Offices
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2 Automation (Continued)

B Cost Share Automation Procedure for CRP General Signup 41 Contracts

CRP cost share applications, agreements, performance certifications, and payments for General Signup 41 contracts shall be processed through CSS using:

- “FSA-848 (Application)”
- “FSA-848A (Agreements)”
- “FSA-848B (Certifications and payments)”.

The web-based CSS is not currently available to process CRP cost share applications. CSS is expected to be available nationwide for CRP cost share by October. An Info Bulletin will be issued notifying Field Offices when CSS can be used for CRP cost share.

If a practice must be installed before CSS is fully available for CRP, County Offices may process AD-245's for those practices **only**. No multi-year AD-245's will be created for General Signup 41 contracts in CRES.

C Training Materials

The user guides for COLS, CSS, and Program Provisioning software are posted on the CEPD State and County Office web site at <http://fsaintranet.sc.egov.usda.gov/ffas/dafp/cepdsto.htm>.

3 Action

A State Office Action

State Offices shall ensure that County Offices follow the provisions of this notice.

B County Office Action

County Offices shall follow the provisions of this notice.

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4 Contacts

A County Offices

County Offices shall contact their State Offices if there are questions.

B State Offices

If there are questions about this notice, State Offices shall contact any the following:

- Shanita Landon by either of the following:
 - e-mail at **shanita.landon@wdc.usda.gov**
 - telephone at 202-690-1612
- Bryan Rogers by either of the following:
 - e-mail at **bryan.rogers@wdc.usda.gov**
 - telephone at 202-720-6825
- Kelly Worley by either of the following:
 - e-mail at **kelly.worley@wdc.usda.gov**
 - telephone at 202-720-9646.