

For: State and County Offices

**Completing 2012 and 2013 ELAP Payment Calculation Worksheets**

Approved by: Deputy Administrator, Farm Programs



**1 Overview**

**A Background**

Notice LDAP-59 reminded State and County Offices that ELAP signup for 2012 and 2013 livestock honeybees and farm-raised fish losses that occurred on or after October 1, 2011, through September 30, 2013, ends **COB August 1, 2014**.

ELAP training on the automated payment calculation worksheets (CCC-851-1 and CCC-934-1) was conducted with State Offices on July 8, 2014. In addition, 1-LDAP (Rev. 1) has been amended to provide instructions for completing, saving, and submitting payment calculation worksheets to the ELAP database maintained in Microsoft InfoPath.

**B Purpose**

This notice instructs County Offices to:

- prioritize ELAP by accepting and processing 2012 and 2013 applications as soon as possible because of the August 1, 2014, signup deadline
- complete ELAP payment calculation worksheets according to 1-LDAP (Rev. 1), Part 10, Section 7 by **COB, July 28, 2014**.

<b>Disposal Date</b>  December 1, 2014	<b>Distribution</b>  State Offices; State Offices relay to County Offices
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## Notice LDAP-60

### 2 Automated Payment Calculation Worksheets

#### A Accessing Automated Payment Calculation Worksheets

Because an automated application process is not available, the data captured on ELAP applications (CCC-934 and CCC-851) must be recorded by the County Offices in the automated CCC-934-1 and CCC-851-1 payment calculation worksheets developed in Microsoft InfoPath, according to 1-LDAP (Rev. 1), Part 10, Section 7.

The automated CCC-934-1 and CCC-851-1 may be accessed on FSA's DAFF Intranet web site at <http://fsaintranet.sc.egov.usda.gov/daff/>, and then clicking on "ELAP Payment Calculation Worksheets (SharePoint)" at the bottom of the page.

#### B County Office Action

The County Offices shall:

- accept and process 2012 and 2013 ELAP applications ASAP
- complete the automated payment calculation worksheets, according to 1-LDAP (Rev. 1), Part 10, Section 7 no later than **COB July 28, 2014**. This will provide the National Office with preliminary data to determine if an extension to the 2012 and 2013 ELAP sign-up deadline would be beneficial.