

**For:** State and County Offices

**CCC-576A Manual Payment Calculation**

**Approved by:** Acting Deputy Administrator, Farm Programs



**1 Payment Calculator Workbook for CCC-576A, Manual Payment Calculation**

**A Background**

Automated NAP payment software to incorporate the 2014 Farm Bill provisions is not currently available. Notice NAP-183 provided instructions about an interim payment process for 2015 and 2016 NAP payments and payment calculator worksheets, which assist County Offices with manually calculating 2015 and 2016 payments. This notice provides instructions for an additional NAP Payment Calculator Workbook for CCC-576A (10-19-15).

**B Purpose**

This notice:

- informs State and County Offices that an additional payment calculator workbook for CCC-576A (10-19-15) is available
- provides instructions for using the CCC-576A payment calculator workbook for 2015 and 2016 NAP.

**2 Using the CCC-576A Payment Calculator Workbook**

**A Overview**

1-NAP (Rev. 2), Exhibit 56, provides instructions for manually calculating NAP payments for yield-based crops with multiple markets (direct and indirect) and/or multiple final uses (FH, PR, JU) using CCC-576A (10-19-15). The CCC-576A NAP Payment Calculator Workbook has been developed by the National Office and **must** be used by County Offices to manually calculate NAP payments for yield-based crops with multiple markets and/or multiple final uses.

<b>Disposal Date</b>	<b>Distribution</b>
December 1, 2016 8-24-16	State Offices; State Offices relay to County Offices

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2 Using the CCC-576A Payment Calculator Workbook (Continued)

B Completing the Workbook

The CCC-576A Payment Calculator Workbook will be completed according to the instructions in 1-NAP (Rev. 2), Exhibit 56, with the additional guidance that:

- data should be entered **only** in yellow and orange cells. Items 23, 24, and 49 will change from yellow to orange when percentages have been entered but the total is not 100 percent. The field after item 23 will change from gray to orange when percentages have been entered in item 23 to alert the workbook user that they must indicate whether production from different final uses was kept separate for HMP/CMP purposes

21. Acres	22. Yield	23. HMP/CMP			If HMP/CMP elected, was production kept separate?	24. DMP	
		FH	PR	JU		Direct	Indirect
20.0000	5,720.00	60%				80%	

- after step 23, “yes” or “no” must be selected to indicate whether production from acres with different final uses was kept separate if the producer elected HMP/CMP

23. HMP/CMP			If HMP/CMP elected, was production kept separate?	24. DMP	
FH	PR	JU		Direct	Indirect
50%	50%				
35. Net Production for Payment	36. Payment Rate (convert to Unit of Measure in Item 28)		Yes No	38. Page Value	39. Calculated Payment

- up to 2 final uses may be entered in each section in Part A. If more than 2 final uses must be entered, CCC-576A Payment Calculator Workbook cannot be used and the calculation must be completed manually

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2 Using the CCC-576A Payment Calculator Workbook (Continued)

B Completing the Workbook (Continued)

- at step 25, if only one final use will be entered in a section and it is the same as the intended use, “none” must be selected for the second line item

13. Crop Type		14. Intended Use	15. Crushing District	16. Share	17. Practice	18. Stage	19. Organic Status
GRN		PR	N/A	1.0000	N	H	C
Section	25. Final Use	26. Final Use Unit of Measure	27. Net Production	28. Intended Use Unit of Measure	29. NCT Price by Intended Use Unit of Measure	30. Net Production by Intended Use Unit of Measure	Did producer commingle production from acres with different intended uses?
	PR	TON	5.00	TON	\$235.0000	5.00	No
	none	▼					

- after step 30, “yes” or “no” must be selected to indicate whether production from acres with different intended uses was commingled

30. Net Production by Intended Use Unit of Measure	Did producer commingle production from acres with different intended uses?	31. Final Payment Use	32. Final Market Use	33. Production to Count
12,000.00	▼		D	
	Yes		I	
10,000.00	No		D	
			I	

- continuation sheets are provided as separate tabs at the bottom of the workbook. Totals from the continuation sheets will automatically be added to the payment totals in Part C. The print button will automatically print the continuation sheets if data is entered in them

CCC-576A	<b>Part A Continuation</b>	Part B Continuation	Conversions
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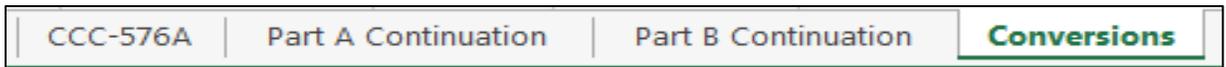
- a print button is located at the bottom of the first page of the workbook. Using the print button will automatically print the continuation sheets if they contain data.

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### 2 Using the CCC-576A Payment Calculator Workbook (Continued)

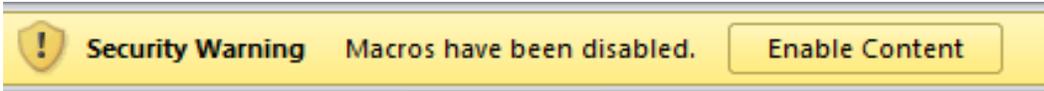
#### B Completing the Workbook (Continued)

- a conversion worksheet is provided to assist with unit of measure and NCT price conversions. It can be accessed by clicking on the “Conversions” tab at the bottom of the workbook.



#### C Accessing and Saving CCC-576A Payment Calculator Workbook

The following table provides instructions for accessing and saving the CCC-576A Payment Calculator Workbook.

Step	Action
1	Access the DAFP Home Page at <a href="http://fsaintranet.sc.egov.usda.gov/dafp/">http://fsaintranet.sc.egov.usda.gov/dafp/</a> .
2	CLICK “ <b>CCC-576A</b> ”. A “File Download” dialog box will be displayed for the applicable crop year.
3	CLICK “ <b>Open</b> ” in the “File Download” dialog box.
4	<p>At the top of the screen, between the toolbar and the window, the following security warning will be displayed.</p>  <p>CLICK “<b>Enable Content</b>”.</p> <p><b>Note:</b> This step <b>must</b> be performed every time the workbook is opened.</p> <p><b>Warning:</b> Do <b>not</b> attempt to permanently enable macros because this will make the calculator unusable and could potentially create a security breach.</p>
5	<p>Save the document by doing the following:</p> <ul style="list-style-type: none"> <li>• CLICK “”, scroll down and CLICK “<b>Save As</b>”</li> <li>• CLICK “<b>Excel Macro Enabled Workbook</b>”</li> <li>• navigate to user’s desktop</li> <li>• CLICK “<b>Save</b>”.</li> </ul> <p>By following these steps, the document will be placed on the user’s desktop with an icon. The document will be named “<b>CCC-576A</b>”.</p>

**Note:** The NAP payment calculators are for FSA internal use **only** and will **not** be distributed.

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**2 Using the CCC-576A Payment Calculator Workbook (Continued)**

**D Creating Folders for CCC-576A Payment Calculator Workbook**

The following table provides instructions for creating folders to enable saving of CCC-576A Payment Calculator Workbooks. **These instructions only need to be completed one time.**

Step	Action
1	Do either of the following: <ul style="list-style-type: none"> <li>• on the desktop, DOUBLE CLICK “<b>My Computer</b>” </li> <li>• at the bottom left corner of user’s screen, RIGHT CLICK “<b>Start</b>”  and CLICK “<b>Explore</b>”.</li> </ul>
2	DOUBLE CLICK “(S:)” drive.
3	DOUBLE CLICK “ <b>Service_Center</b> ” folder.
4	DOUBLE CLICK “ <b>FSA</b> ” folder.
5	CLICK “ <b>Make a new Folder</b> ”. If this option is not available, right click in the blank white area within the folder window, CLICK “ <b>New</b> ”, and then CLICK “ <b>New Folder</b> ”.
6	A new folder will be placed in the “S:\Service_Center\FSA” folder, with the default name of “New Folder”.
7	The new folder must be renamed. RIGHT CLICK, “ <b>New Folder</b> ” and CLICK “ <b>Rename</b> ”.
8	Rename the folder as “201X_CCC-576A_Workbooks”.
	<b>Note:</b> 201X is 2015 or 2016 as applicable.

**Note:** Creating the new “201X\_CCC-576A\_Workbooks” folder(s) **only needs to be done 1 time at each Service Center** for each crop year. All CCC-576A workbooks for a crop year can be saved to this location, as applicable.

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2 Using the CCC-576A Payment Calculator Workbook (Continued)

E Saving CCC-576A Payment Calculator Workbooks

Step	Action
1	<p>CLICK “”, scroll down and CLICK “Save As”. CLICK “Excel Macro Enabled Workbook”.</p>
2	<p>Navigate to “S:\Service Center\FSA\201X_CCC-576A _Worksheets”.</p> <p><b>Note:</b> State Offices may create a subfolder if preferred, but the subfolder <b>must</b> be located within S:\Service Center\FSA\.</p> <p>In the “File name:” block, enter the file name as, “NAP_ 201X_{County name}_{State abbr}_{Producer name}_{Unit number}_{#of#}”.</p> <p><b>Notes:</b> “{County name}” is the name of the county where the unit is physically located.</p> <p>“{State abbr}” is the 2-alpha State abbreviation, such as “MD” for Maryland, where the unit is physically located.</p> <p>“{Producer name}” is the name of the producer for which the worksheet is being completed.</p> <p>“{Unit number}” is the unit number for which the worksheet is being completed.</p> <p>“{#of#}” is the worksheet number out of the total number of worksheets completed for a specific producer and unit within a State and county.</p>