

CRP Sign-Up # 45 Planning Guidance

FSA should provide the following to NRCS and MFC: CRP-1, CRP-2, Enrollment Information sheet, and aerial map. The map will have the Section, Township, and Range and/or Latitude and Longitude on it.

NRCS will provide the following to FSA: conservation plan, corresponding map, CPA-1155 (if required), a copy of the MFC plan (if required), and CPA-52 (Revised “new” and “re-enroll” templates posted under Programs > CRP > CRP – CPA52 (NEPA) on the MS SharePoint site).

MFC will give their plan to NRCS. FSA would like to receive the whole product {conservation plan, 1155 (if required), map, MFC plan} at one time. Please submit the plans as you get them completed. When you have a completed product, provide that to FSA as soon as possible. NRCS employees should communicate with MFC quickly and regularly during the planning process. MFC will complete a plan on all forestry practices. If there are issues with the forestry practices, work with MFC. If there are questions regarding field numbers, etc., contact FSA.

CRP **planning questions** should be directed to the Area Office specialist. The Ecological Sciences Staff will continue to provide technical support to Areas and Area specialists.

A CRP **payment schedule** is posted on the MS SharePoint site under Programs > CRP > CRP Sign-Up 45. This payment schedule will need to be saved to C: FOTG\Section I on all workstations. NRCS will complete an 1155 in Toolkit for any applicants that will receive cost-share for practices. **An 1155 will need to be completed for most CRP contracts (for planting or mid-contract management practices).**

CRP practice narratives for CRP Sign-Up #45 and other planning documents have been posted to the MS SharePoint site under Programs > CRP > CRP Sign-Up 45. Planners will need to **“Reload Domain Data” in Toolkit to be able to use the new CRP narratives.**

Please review the guidance on **CRP plan maps**. This is included with the CRP plan narratives in “Narratives for CRP SU45”. Practices that are planned for the entire field do not have to be identified on the plan map. Practices that will be applied to only parts of a field(s) MUST be identified on the conservation plan map showing the specific location of the practice.

CRP jobsheets and specification sheets can be found under Programs > CRP > CRP job sheets and specification sheets on the MS SharePoint site. Be sure to include application rates, amount of seed, lime, fertilizer, etc. where applicable.

The following practice narratives are required for each plan (327-CRP1, 472-CRP2, and 645-CRP7). However, these practices should not be included on the 1155. Only practices with cost-share are to be included on the 1155.

The conservation plan should be signed by all participants listed on the CRP-1. That includes “0%” share participants. ALL participants whether they get a payment or not must sign the CPO and 1155.

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Make sure the **correct acreage** is shown on the conservation plan. Field numbers and field acres should match acreage shown on the CRP-2. If the practice acres do not include the entire field (Ex. shrubs, food plot, etc.), these acres must be drawn out and attributed on the plan map. For example, the exact acreage that will be in openings for CP-3-50 points, etc. must be shown in the plan and the location of the openings shown on the map. Acres of trees must be adjusted accordingly in the plan.

Plan recurring practices for the length of the contract as shown in the CRP45_Example_Plan posted on the MS SharePoint site under CRP > CRP Sign-Up 45 > Example Plans and 1155 Documents. If the wording “for the life of the contract” is in the practice narrative, the practice does NOT have to be planned as recurring. (See example posted on MS SharePoint site.)

Be sure to include a **signature block on CRP plans** for a FSA representative. You can include the CRP plan objective and FSA signature block easily by using the CRP_Statement_with_Signature_Objective signature statement in the Plan Wizard in Toolkit. (**NOTE:** This signature statement is posted on the SharePoint site under Programs > CRP > CRP Sign-Up 45. You will need to download a copy of this file to C:\Program Files (x86)\USDA\Toolkit5\Templates\Plan Wizard.)

It is very important to include **mid-contract practices** that the landowner knows they want to be included in the plan (such as prescribed burning or QVM) as these will be cost-shared. It is also important to specify the implementation dates for mid-contract practices in the CRP plan. Refer to Narratives for CRP SU45 and the Supplemental Guide For Planning Narratives matrix.

Only the cost-shared practices shown on the CRP-1 should be included on the 1155 from Toolkit.

An example of the 1155 is posted for your reference on the MS SharePoint site under Programs > CRP > CRP Sign up 45. Be sure to type in the **CRP contract expiration date** on each page of the 1155. Total cost share dollars should be double checked for accuracy prior to submitting to FSA. Please leave the Program and Contract Number entry blank on the NRCS-CPA-1155 as FSA will not have a contract number until the contract is signed by the participant.

Be sure that the entire practice narrative is shown on the plan and 1155 contract documents. Expanding text boxes may be required for longer narratives.

The tentative date for MFC to have plans back to NRCS is August 9th.

The State deadline for conservation plan development is September 1st.