

TENNESSEE EQIP & WHIP SCREENING TOOL
(Revised 12-3-13)

APPLICANT _____ **DATE** _____
FARM(S) _____ **PROGRAM** **EQIP OR WHIP**
TRACTS(S) _____ (Circle one)
APPLICATION NUMBER _____

Background: Each year NRCS receives more applications than can be funded. In order to work effectively with all our customers, we are implementing this screening process.

Instructions: Answer the three questions below. Below each question are the criteria used to answer that question. Only applications with all "Yes" answers will be ranked for funding. All other applications will remain in pending status (or deferred, as appropriate) until all questions can be answered "Yes".

1. Have all the applicable application forms been properly signed and submitted? (Yes ___ No ___)

- Conservation Program Application*: Form NRCS-CPA-1200 with Appendix, signed by all program participants or authorized persons.
- Signature authority –Businesses, joint operations and entities can self-certify on form CCC-901 (dated 4/1/09) or form CCC-902E (dated 3/26/09). NRCS policy on evidence of signature authority for individuals, including spouses and minors, remains the same.
- Control of Land – Participant self-certifies control of land unit and relationship (owner, operator or both) on *Conservation Program Application* NRCS-CPA-1200. If not owner, operator or tenant must obtain written evidence or assurance of control from the landowner prior to contract obligation: lease, rental agreements, landowner co-signs contract, etc.
- Form FSA-211 (dated 12-17-08) *Power of Attorney*, if applicable, to designate persons who are authorized to sign documents – Notarized or signed by FSA.
- Form CCC-901 *Member's Information 2009 and Subsequent Years*, Part A, Column 5, as applicable (this is the preferred form for entity signature authority)
- Form CCC-902E *Farm Operating Plan for an Entity 2009 and Subsequent Program Years*, Part C, Column F, if applicable
- Form CCC-933 (or current year form) *Average Adjusted Gross Income (AGI) Certification and Consent to Disclosure of Tax Information*, as applicable

- Form AD-1026: Highly Erodible Land Conservation – Wetland Conservation Certification
- Evidence of Beginning and Limited Resource Farmers and Ranchers eligibility, if applicable
- Producer Certification of Irrigation History (irrigated a minimum of 2 out of the last 5 years), if applicable

2. Is the applicant “ready to implement” the planned conservation practices for which they are applying? (Yes ___ No ___)

- Practice implementation is on schedule for all existing EQIP and/or WHIP contracts
- Quantities of materials have been determined for all planned practices
- Designs - for all practices have been completed (must meet NRCS specifications)
- Price of work and materials needed to complete the project have been determined by the applicant
- Permits – when required, permit applications must be properly submitted to the appropriate permitting agency
- Comprehensive Nutrient Management Plan (CNMP) is in hand when the applicant is applying for animal waste storage or treatment facility

3. Is the answer to at least one National Priority Question for the Program answered “Yes” (National Priority Questions are on a separate page)? (Yes ___ No ___)

Planning, designs and permits can take significant time depending on complexity. Cultural resources and threatened and endangered species reviews must be completed before work can begin. All dollars come with deadlines. Deadlines for ranking in Tennessee are set at the state office level and are consistent statewide.

By signing this Screening Tool, I acknowledge that I will only be ranked for funding after all answers are “Yes”.

Conservationist Signature _____

Applicant Signature _____