Instructions for Completing the CPA-1200

1. Place an X by the Farm and Ranch Lands Protection Program (FRPP) in the table.
2. Check yes or no. If the landowner(s) have NOT worked with the local USDA Service Center to establish eligibility for Farm Bill Programs they must establish records. This eligibility determination should be based on the owners of record as listed on the Grant Deed or other ownership documents. To establish eligibility landowner(s) must work with the local USDA Service Center to complete all eligibility paperwork including:
    a. **Form AD-1026:** Highly Erodible Land Conservation - Wetland Conservation Certification.
    b. **Form CCC-901A:** Entity Member Information, if applicable.
    c. **Payment Eligibility**: Average Adjusted Gross Income (AGI) Certification.
    d. **Land ownership:** The applicant is required to provide evidence of ownership documents (deeds, etc.)
    e. **Form FSA-211 or NRCS-CPA-09:** Power of Attorney – if applicable (Entity applicants must submit this form) OR
    f. **Signature authority:** If the applicant is an entity, documents such as articles of incorporation, charter, bylaws, partnership agreements, trust agreements, wills and similar legal evidence that provide adequate signature authority for the representative to conduct land title transactions.
    g. **Proof of Identity:** Authorized persons may be required to show valid state driver's license, passport or other personal identification as well as Social Security or EIN numbers, address and other information.
3. Indicate whether the seller of the easement is an individual, an entity or a joint operation (this will be how the property is transferred via the deed). Be sure to include the Social Security number or the Employee Identification Number for all individuals; entity and members; joint operation and members. Proof of signature authority will be necessary if applying as an entity or joint operation.
4. Obtain and enter DUNS number if applying as an entity or a joint operation.
5. Check Crop Production and/or Livestock Production and Types of Crop and/or Livestock on the parcel enrolled.
6. Check Private Land. If the land is Public Land or Indian Land, it is not eligible for the Farm and Ranch Lands Protection Program.
7. Deed is required for evidence of land ownership.
8. Check yes or no. If yes, complete information for Program, Year, Tracts and Fields enrolled.
9. Response optional.
10. Response not required. This question applies only to EQIP.
11. Response not required. This question applies only to EQIP
12. Response not required. There is not an Appendix for FRPP.