



United States Department of Agriculture

Natural Resources  
Conservation Service

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**Date:** JAN 24 2014

**UTAH BULLETIN NO. UT 440-14-14**

**SUBJECT: Utah Initiatives FY2014**

**Purpose:** To establish the FY2014 Programs schedule for Farm Bill Program Initiatives. To provide policy on how the application selection process will be handled for Initiatives in FY 2014.

**Expiration Date:** September 30, 2014

**Background.**

Utah will offer the following initiatives in FY2014 for EQIP:

- National on Farm Energy Initiative (NOFEI)
- National Organic Initiative (NOI)
- Seasonal High Tunnels (SHT)
- Sage Grouse Initiative (SGI)
- National Water Quality Initiative (NWQI)

Utah will offer the following initiatives in FY2014 for WHIP:

- Southwest Willow Flycatcher Initiative (SWWFL)

**Explanation:**

Initiatives Schedule For FY2014

Deadline for Applicants to Submit an Application for the Application  
Period:

Deadline: March 21, 2014  
Responsible Staff: Field Office

CPM 512.20(B) provides the requirements for a complete application.

Deadline for eligibility determinations to be completed:

Deadline: May 2, 2014  
Responsible Staff: Field Office

CPM 512.20(C) provide policy for an application where eligibility cannot be

determined for whatever reason; the applicant will be given not more than 30 days to submit required documentation to become eligible.

512.24(5) provide policy that an applicant that does not meet eligibility requirements including failure to comply with the filing deadline established in 512.20(C) must be notified in writing of their determination of ineligibility and provided appeal rights.

512.26 provide policy on manually setting eligibility status for each applicant.

Applicant (Participant) information print screen will be included in the case file to document eligibility. The planner is to initial and date the screen print of the Applicant (Participant) information print screen.

**Deadline for Screening Applications (where applicable):**

Deadline: May 16, 2014

Responsible Staff: Field Office

If included in the initiatives attachments, eligible applications are to be screened using the approved screening criteria.

**Deadline for Ranking Eligible Applications:**

Deadline: May 30, 2014

Responsible Staff: Field Staff

AERT is the only allowed ranking criteria. No side records ranking is allowed.

Prior to advancing applications for funding, the ranking list will be printed and retained in hardcopy per 120-GM Part 408.

Estimated costs will need to be entered into ProTracts for applications on or before May 30, 2014.

**Deadline for Selecting Eligible Applications (Promote from Eligible to Pre-Approved):**

Deadline: June 4, 2014

Responsible Staff: DC's

Area Program Specialist will break all ties by running a random number generator. Applications with the highest number on the random number generator will be selected for “pre-approval” first in that order.

Begin Obligating Contracts:

Date: June 5, 2014

Responsible Staff: ASTC-FO

Funds Assessment – Reallocation of Uncommitted Funds (Funds not in an Eligible, Preapproved, Approved, or Obligated status):

Deadline: June 10, 2014

Responsible Staff: Programs

Programs with concurrence of the Assistant State Conservationist for Field Operations will conduct a Funds Assessment to ensure Utah will meet its 90% Funds Obligations deadline. Unobligated funds will be reallocated as needed to reach the 90% Funds Obligation deadline.

Funds Assessment – Reallocation of Uncommitted Funds, Return Uncommitted Funds to NHQ (Funds not in an Approved or Obligated Status):

Deadline: June 15, 2014

Responsible Staff: Programs

Programs with concurrence of the Assistant State Conservationist for Field Operations will conduct a Funds Assessment review process to ensure Utah will meet its 100% Funds Obligation deadline. Unobligated funds will be reallocated to NHQ.

Deadline for 100% Obligation:

Deadline: July 1, 2014

Responsible Staff: ASTC-FO

All funds must be obligated.

Specific guidance for each initiative is provided in the attachments to this bulletin.

**Contact.** For questions, contact Pedro Ramos, Assistant State Conservationist for Programs, (801) 524-4552, [pedro.ramos@ut.usda.gov](mailto:pedro.ramos@ut.usda.gov), Elise Boeke, State Resource Conservationist, (801) 524-4562, [elise.boeke@ut.usda.gov](mailto:elise.boeke@ut.usda.gov).



Dave Brown  
State Conservationist

Attachment A1 - National on Farm Energy Initiative (NOFEI)

Attachment A2 - Energy Cost Efficiency Worksheet

Attachment B - National Organic Initiative (NOI)

Attachment C - Seasonal High Tunnels (SHT)

Attachment D - Working Lands for Wildlife – Southwest Willow Flycatcher (SWWFL)

Attachment E - National Water Quality Initiative (NWQI)