



Natural Resources Conservation Service
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March 11, 2013

KANSAS BULLETIN NO. KS300-13-50

SUBJECT: LTP–Approved Applications of \$150,000 or More

Purpose: This bulletin cancels bulletin KS300-13-42 and provides updated guidance on obligating fiscal year (FY) 2013 Agricultural Water Enhancement Program (AWEP), Environmental Quality Incentives Program (EQIP), and Wildlife Habitat Incentives Program (WHIP) approved applications of \$150,000 or more

Expiration Date. September 30, 2014

This bulletin replaces Kansas Bulletin KS300-13-42. The following change was made:

- **Attachment 2 was replaced with an updated Oversight and Evaluation (O&E) checklist issued from national headquarters.**

Bulletin KS300-13-42 was effective when issued and replaced bulletin KS300-12-11.

All AWEP, EQIP, and WHIP approved applications of \$150,000 or more must be obligated by the regional conservationist (RC). The chief may approve contracts up to \$450,000 for projects or land with unique environmental circumstances. Field offices (FOs) must complete the required questionnaire (see Attachment 1) prior to obligation. Completed questionnaires shall be forwarded to the respective assistant state conservationist for field operations (ASTC-FO) for review, concurrence, and submission to the state office (SO).

Attachment 2 is a 2013 Farm Bill Program Application Request checklist used by O&E to review these requests. RCs will reject requests with incorrect or incomplete answers. Rejected requests must be resubmitted, which lengthens the obligation time. The questionnaire and checklist are similar but both are required.

(more)

DIST: A, F, S, Kuntz, Volkman

The ASTCs-FO shall review the applications, questionnaires, and checklists for adequacy then notify via email concurrence to the appropriate program manager. ASTCs-FO verification of reviews along with a copy of the completed questionnaires and checklists are to be submitted **at least two weeks prior to the program obligation deadline**. ASTCs-FO shall ensure peer review checklists are completed and all the necessary items have been addressed prior to forwarding questionnaires.

ASTCs-FO will be notified when obligations are received from the RC. Completed questionnaires shall be uploaded into electronic contracts (eContracts), and FOs shall print a copy of each questionnaire to be placed in the respective case file.

Contact: Please forward questions through established channels to Gaye L. Benfer, ASTC for Programs, at (785) 823-4569 or email gaye.benfer@ks.usda.gov.

(Signed)

ERIC B. BANKS
State Conservationist

Attachments