

## Conservation Stewardship Program (CSP) Producer Checklist

- 1) Fill out Producer Self-Screening Checklist. If the program is for you then proceed with the following steps:
- 2) Obtain 1026A and 156EZ for all farms listed on the 1026A from FSA.
- 3) Obtain maps of all land listed on 156EZ. *This includes all land whether or not it will be in the application.* Highlight fields that are on 156EZ. Write down crop rotation on each field.
  - a. Identify cropland, rangeland, and other land.
  - b. If land is in a program such as Conservation Reserve Program (CRP) or Environmental Quality Incentives Program (EQIP) make a notation on the map.
  - c. If land will not be in the application note that clearly on the map and the 156EZ.
  - d. Identify oil wells, water wells, farmsteads, streams, ponds, tailwater pits etc.
- 4) Complete Benchmark Inventory Worksheet.
- 5) Complete Conservation Measurement Tool (CMT) Existing Activity Conservation Performance according to land use. This sheet will be used while meeting with NRCS to determine existing activity points and also eligibility for the program.
- 6) Complete Other Land CSP Other Land Benchmark Inventory Worksheet.
- 7) Complete CMT Ag Land – General Inventory

- 8) Obtain Ag Operation Documentation of Control of Land from all landlords using control of land form. *You cannot sign for landlord on this form unless you have a legal Power of Attorney.*
- 9) Obtain from FSA or fill out new CCC-901 (dated 04-01-2009) or CCC-902E (dated 03-26-2009) for all entities to document that you have signature authority for the entity. This includes the entity making the application and also landlord entities if you can sign for them.
- 10) If a Power of Attorney is needed it must either be a legal document type Power of Attorney or a 12-17-2008 version FSA-211 with either block 2 or 15 checked in section A & block 1 in section B checked.
- 11) Complete 1199A Direct Deposit form for all participants who will be receiving a payment. (One per entity)
- 12) Choose at least one activity for each land use (cropland or rangeland) from the list. See the following website for details on specific enhancements or bundles.  
<http://www.ks.nrcs.usda.gov/programs/csp/>
- 13) Bring the above information to the NRCS office so we can start the application process.