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July 19, 2012

## **KANSAS BULLETIN NO. KS300-12-53**

### **SUBJECT: LTP—Farm Bill Program Contract Modification—Deletion of Acreage**

**Purpose:** This bulletin updates statewide policy for the deletion of acreage modifications under Program Contracts System (ProTracts) conservation program contracts (i.e., Agricultural Water Enhancement Program [AWEP], Conservation Stewardship Program [CSP 2008], Environmental Quality Incentives Program [EQIP], and the Wildlife Habitat Incentives Program [WHIP])

**Expiration Date:** September 30, 2013

This bulletin specifically provides guidance for modifications when only a portion of the land under contract is being deleted in AWEP, CSP 2008, EQIP, or WHIP contracts. Refer to Title 440-Conservation Programs Manual (CPM), Part 508, for CSP 2002 contracts. For those situations where all the land under contract is being transferred, refer to Bulletin KS300-12-52.

When a participant loses partial control of the land under contract, a modification to delete contract acreage is required. Another participant may assume the contract obligation for this portion of land. If there is no assumption of obligation, the original participant is in contract violation and may be expected to refund all financial assistance received.

For that portion of land that is to remain under the existing contract, complete the attached modification request form. All deletion of acreage modifications are to be submitted using electronic contracts (eContracts) and shall be forwarded through established channels to the appropriate program manager.

When acreage in a contract is being deleted, answer the following to ensure the process is accurate and all policy concerns are addressed for compliance.

- 1) Is the loss of control is voluntary or involuntary?
- 2) Is lost acreage going into another conservation program?
- 3) Is the remaining acreage still meeting program objectives?
- 4) Is the remaining acreage still meeting the evaluation criteria for which the application was ranked?
- 5) Is a transferee willing and able to assume the contractual obligation of the land being deleted?
- 6) What was the amount of financial assistance received on the deleted land?

(more)

DIST: A, F, S, Franklin, C. Nelson, Tryban

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Contract modifications should be clearly documented on Form NRCS-CPA-1156, Revision of Plan or Schedule of Operations or Modification of a Contract, in the “basis for modification or revision.”

**Contact:** Please forward your feedback and questions through established channels to Gaye L. Benfer, Assistant State Conservationist for Programs, at (785) 823-4569 or email [gaye.benfer@ks.usda.gov](mailto:gaye.benfer@ks.usda.gov).

*(Signed)*

ERIC B. BANKS  
State Conservationist

Attachment