Timeline for Fiscal Year 2011
EQIP, WHIP, AMA Programs

Action	Ranking #1	Ranking #2	Ranking #3	Ranking #4[RE]
• Application filing deadline (Participant)	Nov 24, 2010	Feb 2, 2011	Mar 7, 2011	May 4, 2011
• Complete ProTracts Ranking (FO) • Plan-Contract Validation Review[1] by Area Resource Conservationist (AO). • Contract Document Review[2] by Program Staff (SO). • Upload to NRCS Share Point/West/PIA/Area Office/Farm Bill Docs for Review/FY2011 Contract Documents/Field Office.	Dec 8, 2010	Feb 16, 2011	Mar 21, 2011	May 18, 2011
• Complete Pre-Approval (SO)	Dec 15, 2010	Feb 23, 2011	Mar 28, 2011	May 25, 2011
• Complete Approval[3] (FO)	Dec 17, 2010	Feb 25, 2011	Mar 30, 2011	May 27, 2011
• Contract Obligation[4] (SO ADP)	TBD	TBD	Mar 31, 2011	May 29,2011

Notes:

Ranking #4[RE] - This ranking utilizes Regional Equity funds which is contingent upon spending 90% of the regular EQIP funds in ranking #1, #2, and #3.

Contract obligation for Signup #1 & #2 is dependent upon expected Continuing Resolution and receipt of program funding.

FY 2011 Timelines for EQIP, WHIP, AMA available on the PIA Share Point Calendar.

[1] – Plan-Contract Validation Review (PCVR) consists of the following documents:
- ☐ Protracts Ranking Summary
- ☐ Protracts - NRCS-CPA-1155
- ☐ Conservation Plan
- ☐ Plan Map

PCVR Naming Convention: Program Name_Last 5 digits of application number_Applicant Name_PCVR (Ex: *EQIP_11ONO_AkuPoke_PCVR*)

[2] – Contract Document Review consists of the following documents:

Vendor Information ☐ SF-1199 w/Cancelled Check	Entity Documents & Signature Authority ☐ Trust, Corporation, Partnership Documents ☐ CCC-901
Proof of Ownership/Control Land ☐ Deed ☐ Lease Agreement for Contract Length ☐ Communally-Owned Land Documents	Signature Authority ☐ Corporate Charter, Bylaws, etc. ☐ CCC-901 ☐ Power of Attorney

Contract Document Naming Convention: Program Name_Last 5 digits of application number_Applicant Name_CD_Doc Type (Ex: *EQIP_11ONO_AkuPoke_CD*)

[3] – Signed Contract Documents consists of the following:
- ☐ NRCS-CPA-1202 & Appendix (Electronically signed by DC & Manually Signed by Participant)
- ☐ NRCS-CPA-1155 (Electronically signed by DC & Manually Signed by Participant)

Contract Document Naming Convention: Program Name_Last 5 digits of application number_Applicant Name_CD_Doc Type (Ex: *EQIP_11ONO_AkuPoke_Approved*)

[4] – Obligated Contract Documents (NRCS-CPA-1202 and 1155) with Assistant Director for Programs Electronic Signature will be printed and provided to participant & filed in field office contract file.