

# 2008 Farm Bill

## PIA FRPP Parcel Proposal Workbook

This workbook must be submitted with a signed and dated Program Application (Form NRCS-CPA-1200). Additional paperwork beyond these forms will be required to complete the landowner eligibility determination, as discussed in part one of this parcel proposal workbook.

The PIA FRPP Parcel Proposal Workbook and Program Application (Form NRCS-CPA-1200) are to be completed, signed, dated and on file at the NRCS State Office on or before the application ranking cutoff date. Applications signed after the cutoff date will be processed in the following ranking period.

**Parcel/Farm Name:**  
**Landowners Name(s):**  
**Town & County:**  
**Total Project Amount:**  
**FRPP Amount Requested:**  
**Date Submitted to NRCS:**

Part 1: Eligibility Documentation  
Part 2: Information on Easement Parcel  
Part 3: Soils Information  
Part 4: Easement Value, Funding Request, and Appraisal  
Part 5: Supporting Documentation  
Part 6: Certification Statement

**FRPP qualifying factors**  
(Please check all that apply)

**Soils**  
(see Part 3 of this workbook)

**Historical Cultural Resources**  
(see Part 5 of this workbook)

## **Part 1: Landowner Eligibility Documentation**

Applicants must ensure the following documentation is completed no later than two weeks following the cutoff date set by the Natural Resources Conservation Service (NRCS) for application ranking and continuing throughout the life of the FRPP agreement. Applicants who do not meet this deadline will have their applications processed in the following ranking period if the required documentation is completed by the following ranking period eligibility deadline.

A. Landowner Name(s): \_\_\_\_\_

B. Address: \_\_\_\_\_

C. Town, State, Zip: \_\_\_\_\_

D. County: \_\_\_\_\_

E. Phone: \_\_\_\_\_ Email: \_\_\_\_\_

- A. Form AD-1026 – Compliance with Highly Erodible Land & Wetland Conservation Provisions.** Payment eligibility requires participants and affiliates to file an AD-1026 to develop and use conservation systems on highly erodible land that are planted to annually tilled crops and to be in compliance with wetland provisions. FSA maintains these records.

Attached

- B. Form CCC-931 – Compliance with Average Adjusted Gross Income (AGI) Requirements and Consent to Disclosure Form**

Each individual or entity that requests program benefits must certify that the average adjusted gross income for the 3 taxable years preceding the most immediately preceding complete taxable year for which benefits are requested does not exceed one million dollars or less unless not less than 66.66% of the adjusted gross income is derived from farming, ranching, and forestry operations. This requires filing Form CCC-926 with NRCS. If you applied in preceding years, you will need to file a new form with current information.

Attached

- C. Form CCC-901 – Member’s Information.** A CCC-901 must be completed and on file for all applicants except for individuals. Each member’s name, full Social Security or employer identification number, address, percentage share of ownership, and signature authority must be provided.

Attached

If you have any questions regarding the completion of these forms, you may call the Program Manager, **Michael Brady at (808) 541-2600 ext. 153**

You may also contact these Area Office Resource Conservationists:

- Hawai`i and American Samoa - Kevin Kinvig at (808) 483-8600 ext114

- Guam, CNMI, and other Western Pacific Islands - Colleen Simpson at ( 671) 300-8582

**Part 2: Information on the Easement Parcel**

**If there is more than one parcel, the next two pages should be provided for each parcel.**

A. Landowner Name(s): \_\_\_\_\_

B. Primary Point of Contact: \_\_\_\_\_

C. Mailing Address: \_\_\_\_\_

D. Town, State, Zip: \_\_\_\_\_

E. County: \_\_\_\_\_

F. Phone: \_\_\_\_\_ Email: \_\_\_\_\_

G. Parcel Location, if different:

Town, State, Zip: \_\_\_\_\_

County: \_\_\_\_\_

H. Total easement acres: \_\_\_\_\_

I. Pending Offer for the parcel (Signed written offer attached): \$ \_\_\_\_\_

J. Map of the parcel showing proposed easement area: Attached

K. Location map of the parcel: Attached

L. Legal description of the parcel: Deed Attached  Survey:

M. Current land use/land cover, in acres:

Cropland: \_\_\_\_\_

Pastureland: \_\_\_\_\_

Hayland: \_\_\_\_\_

Rangeland: \_\_\_\_\_

Wetlands (non-forested): \_\_\_\_\_

Forestland (total): \_\_\_\_\_ Forested Wetlands: \_\_\_\_\_ Non-Wetland Forest: \_\_\_\_\_

Incidental land (including farmstead and non-forested wetland): \_\_\_\_\_

N. Current impervious surface: \_\_\_\_\_ acres, \_\_\_\_\_ percent

Percent impervious surface requested: \_\_\_\_\_

(limit 2% of easement area without an approved waiver.)

O. If there is forestland on the parcel: is there a forest management plan?  Yes  No

(A forest management plan is required under program rules if the forested area exceeds the greater of 40 acres or 20% of the easement area)

P. Are there currently any deed restrictions on the property?  Yes  No

If yes, explain: \_\_\_\_\_

- Q. Is there a current NRCS conservation plan on the easement parcel?  Yes  No  
(If no, a completed conservation plan will be required prior to closing.)
- R. Explanation of existing agricultural infrastructure (on and off-farm): Attached
- S. Explanation of the accessibility to markets for goods produced on the property (if applicable): Attached
- T. Does the parcel have subsurface mineral rights owned by a third party?  Yes  No  
If yes, please contact FRPP manager for additional steps.
- U. Does the landowner wish to subdivide the parcel?  Yes  No  
If yes,
- If locations and dimensions are known, proposed parcel should be subdivided and submitted as separate parcels.
  - If landowner wants option for future subdivision, permission must be written into conservation easement deed.
- V. Does the landowner wish to build additional residences on the property?  Yes  No
- If yes, the location must be specified in conservation easement deed as a building envelope and this residence must be specifically for farm staff. If possible, this location should be excluded from the easement area.
- W. Does the landowner have a farm business plan or estate plan?  Yes  No  
(if yes, please attach one copy of the applicable section that will document succession planning for the next generation to maintain the farm in agriculture production.)
- X. Does the landowner agree to have NRCS staff conduct a hazardous materials record search and field visit of their property (program requirement):  Yes  No
- This must be completed and approved prior to the obligation of funds.
- Y. Does the landowner agree to participate in a landowner interview with NRCS Staff to clarify policy and funding requirements (program requirement):  Yes  No
- This must be completed and approved prior to the obligation of funds.

**Part 3. Soils Information; Agricultural Evaluation Worksheet**

A. Map and table of the prime, unique, or statewide and locally important soils on the parcel:  
Attached

B. Total acres in the easement parcel (from 2:F) \_\_\_\_\_

C. Total acres of important farmland Soils : \_\_\_\_\_; Percent of parcel: \_\_\_\_\_%

Total Acres Prime Soil: \_\_\_\_\_

Total Acres Unique Soil: \_\_\_\_\_

Total Acres State/Local Important Soil: \_\_\_\_\_

D. If unique farmland soils are identified, what are the specialty crops being grown that qualify this land to be classified as unique cropland? \_\_\_\_\_

**Part 4. Easement Value, Funding Request, and Appraisal (if applicable)**

A. Estimated Value of the easement: \$ \_\_\_\_\_ Date of estimate: \_\_\_\_\_

B. Estimated contribution by the cooperating entity(ies): \$ \_\_\_\_\_

C. Estimated landowner donation (appraised fair market value (FMV) minus the amount that the landowner will accept for the easement) **not a cash donation**: \$ \_\_\_\_\_

D. Expected Federal Contribution (cannot exceed 50% of appraised FMV): \$ \_\_\_\_\_

E. Estimated cooperating entity's recommended stewardship fee to be paid by the landowner:  
\$ \_\_\_\_\_

**If an appraisal or a summary appraisal has been completed, please provide the following along with three (3) copies of the appraisal:**

Full Appraisal

Summary Appraisal

A. Name of Appraiser: \_\_\_\_\_

B. Name of Firm: \_\_\_\_\_

B. Address: \_\_\_\_\_

Town, State, Zip: \_\_\_\_\_

D. Phone: \_\_\_\_\_ Email: \_\_\_\_\_

E. Type of appraisal completed: \_\_\_\_\_  
USPAP or Yellowbook (UASFLA)

F. Effective Date of Appraisal: \_\_\_\_\_

- G. Has the appraiser included a disclosure statement indicating he/she accepts full responsibility for the appraisal and he/she has no interest in the land?  Yes  No

**Part 5. Supporting Documentation**

Please also attach the following documentation:

- A listing document detailing the historical or archeological resources proposed to be protected, if applicable. This should include a list of the historical or archeological resources, a brief description of the site's listing on the Federal, Tribal, or State register, and the historical or archeological significance of the site. Be sure to provide the book number, page number and date of each listing.
- Evidence that a parcel supports a State or local farm or ranch land protection program, if applicable. Include a description of how the parcel supports the local program, such as location within a focus area.
- Map showing the location of other protected parcels in relation to the proposed easement.
- Statement regarding the level of threat from urban development for the parcel.
- Impervious surface waiver request, if applicable.

**Optional Attachments to Proposal**

Additional supporting information is attached to the proposal as follows:

- Farm Business Plan or Estate Plan (see Part 2 question W. above for relevant section of Plan)
- Photos
- Pertinent correspondence
- Formal boundary survey
- Appraisal
- Other: \_\_\_\_\_
- Other: \_\_\_\_\_

**Part 6. Certification Statements**

*COOPERATING ENTITY(ies) SIGNATURE*

**The undersigned certify that the above information accurately represents the applicant, land and agricultural operation associated with this application for the NRCS Farm and Ranch Lands Protection Program (FRPP)**

**Primary Cooperating Entity:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

**When Applicable**

**Secondary Cooperating Entity Name:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

*LANDOWNER(S) SIGNATURE*

**The undersigned certify that the above information accurately represents the applicant, land and agricultural operation associated with this application for the NRCS Farm and Ranch Lands Protection Program (FRPP)**

**Printed Name:** \_\_\_\_\_

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

**Printed Name:** \_\_\_\_\_

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)