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October 25, 2013

## **KANSAS BULLETIN NO. KS300-14-2**

### **SUBJECT: LTP–Conservation Stewardship Program Fiscal Year 2014 Annual Payments**

**Action required by:** December 2, 2013, and February 14, 2014 (Field Offices [FOs])

**Purpose.** To provide guidance on completing the fiscal year (FY) 2014 Conservation Stewardship Program (CSP 2008) annual payments

**Expiration Date.** September 30, 2015

The Food Security Act of 1985, as amended, requires the Secretary of Agriculture to make stewardship contract payments as soon as practicable after October 1 for activities carried out in the previous FY. Participants may choose to receive payment in calendar year 2013 or 2014. FOs must submit payments by December 2, 2013, for participants wanting their payment in calendar year 2013 for second level review. Payments must be submitted to financial management (FNM) through electronic contracts (e-Contracts) for second level review by February 14, 2014, for those requesting payment in calendar year 2014.

The annual payment or supplemental payment will not include payment for enhancements or conservation practices (CPs) that are not ready for certification and payment unless the participant has entered into a Form NRCS-CPA-153, Agreement Covering Non-Compliance with Provisions of the Contract. If a modification is needed, funds must be obligated for 2014 before the modification feature is available. The self-certification template for 2014 may be accessed from the Kansas SharePoint under the following: Conservation Programs/Conservation Stewardship (2008)/ Annual Payment Certification.

As a reminder, CSP 2008 participants have a contractual obligation each year, as detailed in the contract appendix, to complete scheduled activities and sign Form NRCS-CPA-1245, Practice Approval and Payment Application, requesting

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payment. Participants, who fail to certify completion of the system in a reasonable period of time, as determined by the state conservationist (STC), will be considered in violation of the terms and conditions of the contract. It is neither acceptable nor prudent to leave contracts idle because the participant fails to complete the payment process which includes not signing Form NRCS-CPA-1245 after payment. Participants who fail to certify completion of the system in a reasonable period of time, as determined by the STC, will be properly notified. The notification will include terms that the participant violated contract provisions for payment and contract termination may be warranted. Policy in Title 440, Conservation Programs Manual (CPM), Part 527, Subpart C, Section 512.57, provides guidance for terminating contracts.

A CSP 2008 participant enrolling land covered by the CSP 2008 contract in the Conservation Reserve Program (CRP), Wetlands Reserve Program (WRP), or Grassland Reserve Program (GRP) will need to modify the contract to reflect the removal of those acres from the contract to comply with Title 7 Code of Federal Regulations (CFR).

**Please pay attention to the following when making payments:**

- Participants with multiple contracts will have payment limitations affected.
- The order in which payments are made will dictate which contracts are reduced.
- Payment amounts may change at payment instructions to enforce payment limitations.
- Participants with multiple contracts who have a 2010–1 contract must have the 2010–1 contract paid first due to payment eligibility rules being different than the other signups.

Contact: Forward questions through established channels to Xiomara Tryban, Assistant State Conservationist, at [xiomara.tryban@ks.usda.gov](mailto:xiomara.tryban@ks.usda.gov) or call (785) 823-4569.

*(Signed)*

ERIC B. BANKS  
State Conservationist