

**Instructions for NRCS-CPA-1200, Conservation Program Application**

This form is used to apply for program assistance.

Field Name	Instruction
Applicant (Decision Maker)	Enter the name of the decision maker who is authorized to make decisions pertaining to the application and whose name will be displayed on the NRCS contract or agreement documents if selected for funding.
Application Date	Enter the date of application submission.
Address/Email	Enter mailing address and email address for communication with the decision maker.
Location where assistance is requested	Enter the location of the land where assistance is requested, which may include County and State, farm and tract numbers, etc.
Telephone	Enter the telephone number where decision maker may be contacted.
To receive text message(s)	Enter a primary and/or secondary mobile number if you would like to receive text messages. This is optional.
Assistance Requested	Describe the type of assistance needed. Provide details of what you seek to accomplish through this application.
Question 1	Mark 'Yes' if you have records established with FSA. If answering 'No', NRCS will assist you with determining which records must be established to continue processing your application. Note: All persons or legal entities listed in question 3 will also need records with FSA for NRCS to determine eligibility.
Question 2	Select the conservation program(s) you are applying to participate in. It may be necessary to sign a new application if you decide to change your program selection(s).
Question 2a (optional)	Enter the program enrollment type(s) applying to participate in. For example: <ul style="list-style-type: none"> <li>• Enter CSP-Renewal if applying to renew a CSP contract.</li> <li>• Enter EQIP-CIC if applying for an EQIP conservation incentive contract</li> <li>• For ACEP-WRE, enter "Permanent Easement", "30-Year Easement", or "30-Year Contract with Tribes"</li> <li>• For RCPP, activity type includes: Land Management, Rental, US Held Easements. The RCPP project name may be entered if known.</li> </ul> <p><b>Note: Do not use this form for the following programs: ACEP-ALE or RCPP Entity Held Easements, Supplemental Agreements, or Watershed Activities.</b> To apply for one of these programs, follow this <a href="#">link</a> or contact NRCS for additional information.</p>
Question 3	Provide the legal identity of each party seeking participation through this application. Indicate whether each applicant is an individual or an entity and enter the legal name and last four digits of tax identification number.
Question 3a	For each applicant that is a legal entity, documentation of sufficient signature authority is required for anyone signing on behalf of the entity.
Question 3b (optional)	If applicable, mark the appropriate box(s) for each applicant meeting one or more of the definitions for the historically underserved categories below. Applicants that mark Veteran Farmer or Rancher must also provide the date of discharge. <p><b>Limited Resource Farmer or Rancher</b> – The term "Limited Resource Farmer or Rancher" means a participant:</p> <ul style="list-style-type: none"> <li>• With direct or indirect gross farm sales not more than the current indexed value in each of the previous two years, and</li> <li>• Who has a total household income at or below the national poverty level for a family of four, or less than 50 percent of county median household income in each of the previous two years.</li> </ul> <p>A legal entity or joint operation can be a Limited Resource Farmer or Rancher only if all individual members independently qualify. A Self-Determination Tool is available to the public and may be completed on-line or printed and completed hardcopy at: <a href="https://lrftool.sc.egov.usda.gov/">https://lrftool.sc.egov.usda.gov/</a></p> <p><b>Beginning Farmer or Rancher</b> – The term "Beginning Farmer or Rancher" means a participant who:</p> <ul style="list-style-type: none"> <li>• Has not operated a farm or ranch, or who has operated a farm or ranch for not more than 10 consecutive years. This requirement applies to all members of a legal entity, and</li> <li>• Who will materially and substantially participate in the operation of the farm or ranch.</li> </ul> <p>In the case of a contract with an individual, individually or with the immediate family, material and substantial participation requires that the individual provide substantial day-to-day labor and management of the farm or ranch, consistent with the practices in the county or State where the farm is located.</p> <p>In the case of a contract made with a legal entity, all members must materially and substantially</p>

	<p>participate in the operation of the farm or ranch. Material and substantial participation requires that the members provide some amount of the management, or labor and management necessary for day-to-day activities, such that if the members did not provide these inputs, operation of the farm or ranch would be seriously impaired.</p> <p><b>Socially Disadvantaged Farmer or Rancher</b> – The term “Socially Disadvantaged” means an individual or entity who is a member of a socially disadvantaged group. For an entity, at least 50 percent ownership in the farm business must be held by socially disadvantaged individuals. A socially disadvantaged group is a group whose members have been subject to racial or ethnic prejudice because of their identity as members of a group without regard to their individual qualities.</p> <p>These groups consist of the following:</p> <ul style="list-style-type: none"> <li>• American Indians or Alaskan Natives</li> <li>• Asians</li> <li>• Blacks or African Americans</li> <li>• Native Hawaiians or other Pacific Islanders</li> <li>• Hispanics.</li> </ul> <p>Note: Gender alone is not a covered group for the purposes of NRCS conservation programs. The term entities reflect a broad interpretation to include partnerships, couples, legal entities, etc.</p> <p><b>Veteran Farmer or Rancher</b> – The term "Veteran Farmer or Rancher" means a producer who served in the United States Army, Navy, Marine Corps, Air Force, or Coast Guard, including the reserve component thereof; was released from service under conditions other than dishonorable; and:</p> <ul style="list-style-type: none"> <li>• has not operated a farm or ranch, or has operated a farm or ranch for not more than 10 years; or</li> <li>• who first obtained status as a veteran during the most recent 10-year period.</li> </ul> <p>A legal entity or joint operation can be a Veteran Farmer or Rancher only if all individual members independently qualify.</p>
Question 4	Enter information regarding the land being offered for enrollment in a conservation program.
Question 4a	Check the applicable box(s) identifying the type of land included in the application.
Question 4b	Check the applicable box(s) that support the documented control for the land being offered for enrollment in a conservation program. <b>Note:</b> A deed or evidence of ownership is required for all ACEP-WRE and RCPP easement applications.
Question 4c	Mark 'Yes' if the land in this application is currently enrolled in another USDA conservation program under an active contract or agreement and list the program(s) in the space provided. Otherwise, mark 'No'.
Question 4d	Check the applicable box acknowledging organic status of the operation. Mark 'N/A' if this application is for an operation not in organic-related production. Certification in any of these categories is to assist with planning and will not automatically result in the application being considered in any initiatives made available for organic-related production. <ul style="list-style-type: none"> <li>• Certified Organic Producer must maintain organic certification for the life of the contract.</li> <li>• Transition Organic Producer must self-certify that agree to develop and implement an Organic System Plan (OSP).</li> <li>• Organic Producers selling less than \$5,000 per year will need to self-certify that agree to develop and implement an Organic System Plan (OSP).</li> </ul> <b>Note:</b> Applicants must specifically request to participate in an organic initiative.
Question 4e	Enter the predominant crop type(s) produced by the operation.
Question 4f	Enter the predominant livestock type(s) produced by the operation.

**Note:** If this application is selected for funding, it is the responsibility of the participants under a program contract or agreement to provide accurate information to support all items addressed in this application at the request of NRCS. False certifications are subject to criminal and civil fraud statutes. Each participant listed for share of the payment must provide an SF-1199A, Direct Deposit Form to proceed with contract execution. All participants that certify land control or certify eligibility as Limited Resource Farmer or Rancher, Beginning Farmer or Rancher, or Veteran Farmer or Rancher, will provide all records necessary to justify their claim as requested by a NRCS representative.