



**United States
Department of
Agriculture**

Farm Production
And Conservation
(FPAC)

Farm Service
Agency (FSA)

1400 Independence
Avenue, SW
Stop 0540
Washington, DC
20250-0540

DATE: January 4, 2020

TO: Cortney Higgins
OMB Desk Officer

THROUGH: Ruth Brown
USDA Information Collection Officer

FROM: Brad Karmen
FSA Deputy Administrator Farm Programs

SUBJECT: Request for Emergency Approval for a New Information Collection Package—Coronavirus Food Assistance Program (CFAP)

This request is for OMB review and emergency approval of a collection of information necessary to implement the additional Coronavirus Food Assistance Program (CFAP) assistance because we could not comply with the normal clearance under the Paperwork Reduction Act, and it is also essential to the mission of USDA to provide financial assistance as quickly as possible. USDA has directed FSA to implement additional CFAP provisions due to the feedback from local office staff and the agricultural industry. These changes will provide additional CFAP assistance to growers that suffered COVID-related revenue losses, to ensure that calculations and most accurately reflect sales, to provide equitable producer treatment and to clarify certain provisions appearing in CFAP 2. USDA has determined there are available funds from the CARES Act that remain available until expended to use to prevent, prepare for, and respond to coronavirus by providing support for agricultural producers impacted by coronavirus, including producers of specialty crops, producers that supply local food systems, including farmers markets, restaurants, and schools, and livestock producers, including dairy producers.

The sign-up period for CFAP payments for additional CFAP assistance will be from early January to the middle of February. The final rule will be published in the Federal Register to provide guidance and notify applicants of the sign-up period. Up to 57,950 producers are expected to apply for payments under the new additional CFAP 2 provisions.

FSA needs to collect the information from applicants by completing the form AD-3117 CFAP 2.0 Application, for the eligible agricultural commodities that suffered COVID-related revenue losses, to ensure that calculations and most accurately reflect sales, to provide equitable producer treatment. (Contract producers, Specialty Crops, Sod & Pullet Producers). Producers are also required to have the following forms on

file with FSA: CCC-902I, Farm Operating Plan for an Individual; CCC-902E, Farm Operating Plan for an Entity; CCC-901, Member Information for Legal Entities, if applicable; CCC-941, Average Adjusted Gross Income (AGI) Certification and Consent to Disclosure of Tax Information; CCC-942, Certification of Income from Farming, Ranching, and Forestry Operations, Optional; AD-1026, Highly Erodible Land Conservation (HELC) and Wetland Conservation Certification; and FSA-578, Report of Acreage for CFAP Payments.

We are requesting emergency approval of a new information collection package by January 8, 2020, in order to quickly provide additional assistance to farmers and to complete CFAP.

If there are any questions or concerns, please call Deirdre Holder at 202-205-5851 or Mary Ann Ball at 202-720-4283.