



2024

# PRODUCER GUIDE

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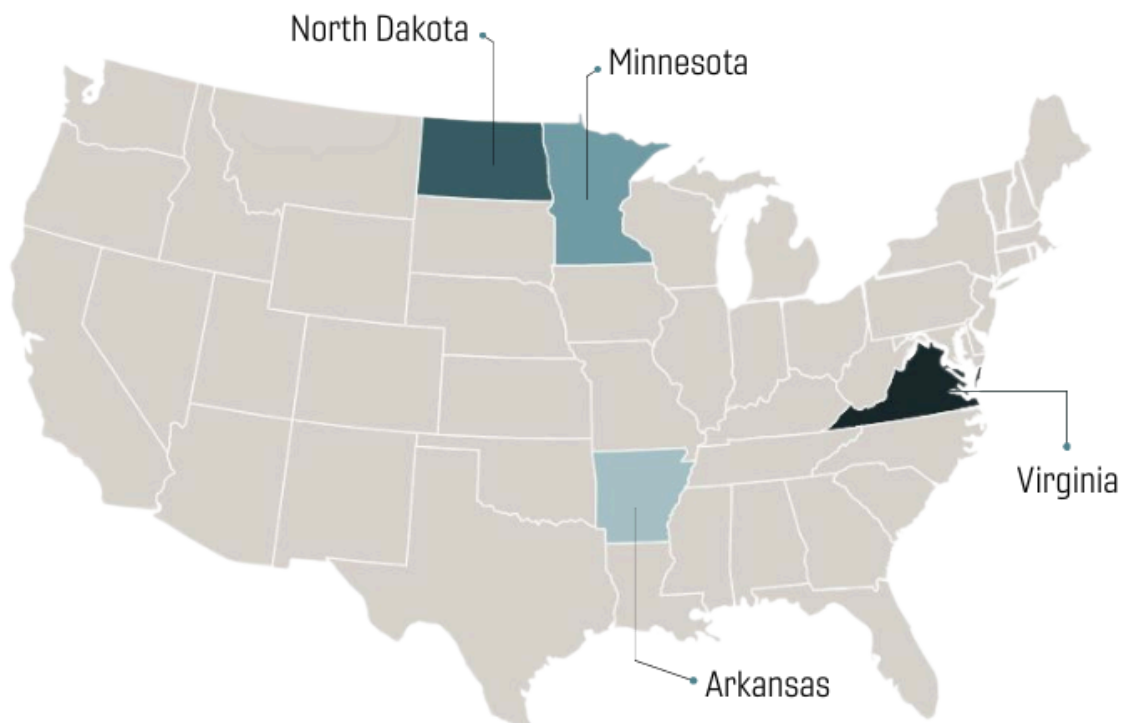
# ABOUT THE ALLIANCE

Supporting producers to increase productivity, strengthen markets, and improve climate resilience.

The Alliance to Advance Climate-Smart Agriculture incentivizes and rewards farmers and ranchers for adopting climate-smart agricultural practices.

Under the three-year, \$80-million pilot program, the Alliance and its partners will help producers in Arkansas, Minnesota, North Dakota and Virginia prove the value of paying farmers and ranchers \$100 per acre or animal unit for stewardship practices — delivering public value through carbon sequestration, greenhouse gas reduction, improved soil health, water quality, water conservation, and other vital ecosystem services. Led by Virginia Tech, the Alliance is supported by USDA’s Partnerships for Climate-Smart Commodities with participation from more than 14 state and national partners.

Over three years, the Alliance will enroll over 4,000 operations across Arkansas, Minnesota, North Dakota and Virginia. If scaled up nationally, the program could help producers reduce agricultural emissions by 55% and total emissions in the United States by 8% after 10 years.



# PRODUCER DASHBOARD

All applicants, whether enrolled or not, will have access to the Producer Dashboard on [www.allianceforcsa.org](http://www.allianceforcsa.org).

We are thrilled that you are interested in joining the Alliance to Advance Climate-Smart Agriculture! This guide will help you navigate the application, enrollment, and installing and verifying your chosen climate-smart practices.

Once you apply, you will receive an email confirmation that includes a link to activate your Producer Dashboard. The Producer Dashboard, accessed on our website, will include your application summary, a progress bar as your application moves through the verification steps, enrollment status, and a list of forms required to confirm your enrollment. You will upload all required forms (see page 9) on this dashboard throughout the year you are enrolled.

The dashboard will also be your go-to resource for all information related to the Alliance, including detailed specifications on climate-smart practices and enhancements, quantifying greenhouse gas benefits using COMET-Planner and/or COMET-Farm, and other helpful tools to help you successfully install climate-smart practices on your farm.

If you need help completing an application, or require technical assistance (e.g. obtaining a Farm Service Agency number or farm map(s), or technical assistance for installing climate-smart practices), please reach out to your State Implementer or local district for assistance. You can find your state's contact information on this guide's state pages (pages 3-8) or on our website at [www.allianceforcsa.org/partners](http://www.allianceforcsa.org/partners).

Our intention is that the application and enrollment are as easy as possible for you, however, if you encounter any issues or need additional help, please reach out to us at [allianceforcsa@vt.edu](mailto:allianceforcsa@vt.edu). We look forward to working with you!

# ARKANSAS

## Producer eligibility

MINIMUM ENROLLED ACRES - 5  
MINIMUM ENROLLED ANIMAL UNITS - 5  
MAXIMUM ENROLLED UNITS - 160 PER FARM  
MAXIMUM FARMS: 2\*  
CONTRACT LENGTH: 1 YEAR

- Farm must be located within Arkansas County, Drew County, Lincoln County, St. Francis County, Craighead County, Jefferson County, or Cleveland County
- Farm must have a registered farm number with the Farm Service Agency (FSA) farm number
  - Note: An FSA farm number is not required to apply, but will be required in order to enroll in the program);
- Producer must confirm that the land enrolled and the practice(s) requested will not also be enrolled in a USDA conservation program or other program associated with the USDA's Partnerships for Climate Smart Commodities sponsored grant program;
- Producer must confirm that the land enrolled and the practice(s) requested will not be dually enrolled in a cost-share program;
- Simultaneous enrollment of the same practice on the same acres is not allowed for any NRCS, state cost-share, or CSC program. However, producers may participate in another conservation program if the conservation practice occurs on different acres or animal units than those enrolled in the Alliance.
- Producer must have control of the land for the term of the producer agreement, and
- Producer must self-report total greenhouse gas benefits through the use of COMET-Planner

## STATE IMPLEMENTER | ARKANSAS DEPARTMENT OF AGRICULTURE

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## SUPPORTING PARTNERS

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**\*UP TO (2) UNIQUE FARMS MAY BE ENROLLED  
IDENTIFIED BY UNIQUE FARM SERVICE AGENCY NUMBERS**

# MINNESOTA

## Producer eligibility

MINIMUM ENROLLED ACRES - 3

MINIMUM ENROLLED ANIMAL UNITS - 10

MAXIMUM ENROLLED UNITS - 160 PER FARM

MAXIMUM FARMS: 2\*

CONTRACT LENGTH: 1 YEAR

i Minnesota contracts are eligible to renew for a second year

- DISTRICTS TBD
- Farm must have a registered farm number with the Farm Service Agency (FSA) farm number
  - Note: An FSA farm number is not required to apply, but will be required in order to enroll in the program);
- Producer must confirm that the land enrolled and the practice(s) requested will not also be enrolled in a USDA conservation program or other program associated with the USDA's Partnerships for Climate Smart Commodities sponsored grant program;
- Producer must confirm that the land enrolled and the practice(s) requested will not be dually enrolled in a cost-share program;
- Simultaneous enrollment of the same practice on the same acres is not allowed for any NRCS, state cost-share, or CSC program. However, producers may participate in another conservation program if the conservation practice occurs on different acres or animal units than those enrolled in the Alliance.
- Producer must have control of the land for the term of the producer agreement, and
- Producer must self-report total greenhouse gas benefits through the use of COMET-Planner

## STATE IMPLEMENTER | MINNESOTA BOARD OF WATER AND SOIL RESOURCES

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\*UP TO (2) UNIQUE FARMS MAY BE ENROLLED  
IDENTIFIED BY UNIQUE FARM SERVICE AGENCY NUMBERS

# MINNESOTA

## Producer eligibility

MINIMUM ENROLLED ACRES - 3

MINIMUM ENROLLED ANIMAL UNITS - 10

MAXIMUM ENROLLED UNITS - 160 PER FARM

MAXIMUM FARMS: 2\*

CONTRACT LENGTH: 1 YEAR

i Minnesota contracts are eligible to renew for a second year

### SUPPORTING PARTNER | MINNESOTA SOIL HEALTH COALITION

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\*UP TO (2) UNIQUE FARMS MAY BE ENROLLED  
IDENTIFIED BY UNIQUE FARM SERVICE AGENCY NUMBERS

# NORTH DAKOTA

## Producer eligibility

MINIMUM ENROLLED ACRES - 3  
MINIMUM ENROLLED ANIMAL UNITS - 10  
MAXIMUM ENROLLED UNITS - 160 PER FARM  
MAXIMUM FARMS: 2\*  
CONTRACT LENGTH: 1 YEAR

- Farm must be located within Cass County, Foster County, McKenzie County, Mercer County, Rolette County, Stark County, Eastern Billings County, or Ward County
- Farm must have a registered farm number with the Farm Service Agency (FSA) farm number
  - Note: An FSA farm number is not required to apply, but will be required in order to enroll in the program);
- Producer must confirm that the land enrolled and the practice(s) requested will not also be enrolled in a USDA conservation program or other program associated with the USDA's Partnerships for Climate Smart Commodities sponsored grant program;
- Producer must confirm that the land enrolled and the practice(s) requested will not be dually enrolled in a cost-share program;
- Simultaneous enrollment of the same practice on the same acres is not allowed for any NRCS, state cost-share, or CSC program. However, producers may participate in another conservation program if the conservation practice occurs on different acres or animal units than those enrolled in the Alliance.
- Producer must have control of the land for the term of the producer agreement, and
- Producer must self-report total greenhouse gas benefits through the use of COMET-Planner
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- Producer must self-report total greenhouse gas benefits through the use of COMET-Planner

## STATE IMPLEMENTER | NORTH DAKOTA FARMERS UNION

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## SUPPORTING PARTNERS

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**\*UP TO (2) UNIQUE FARMS MAY BE ENROLLED  
IDENTIFIED BY UNIQUE FARM SERVICE AGENCY NUMBERS**



# VIRGINIA

## Producer eligibility

MINIMUM ENROLLED ACRES - 2  
MINIMUM ENROLLED ANIMAL UNITS - NONE  
MAXIMUM ENROLLED UNITS - 160 PER FARM  
MAXIMUM FARMS: 2\*  
CONTRACT LENGTH: 1 YEAR

- Farm must be located within the Thomas Jefferson Soil and Water Conservation District, including Louisa County, Fluvanna County, Nelson County, Albemarle County, and the City of Charlottesville, **OR**
- Farm must be located within the Colonial Soil and Water Conservation District, including Charles City County, James City County, New Kent County, York County and the City of Williamsburg
  - For this project, Colonial has an expanded district with additional eligible counties including Caroline County, Chesterfield County, Essex County, Gloucester County, Hanover County, Henrico County, Isle of Wight County, King & Queen County, King William County, Mathews County, Middlesex County, Prince George County, Surry County, and the City of Suffolk
- Farm must have a registered farm number with the Farm Service Agency (FSA) farm number
  - Note: An FSA farm number is not required to apply, but will be required in order to enroll in the program);
- Producer must confirm that the land enrolled and the practice(s) requested will not also be enrolled in a USDA conservation program or other program associated with the USDA's Partnerships for Climate Smart Commodities sponsored grant program;
- Producer must confirm that the land enrolled and the practice(s) requested will not be dually enrolled in a cost-share program;
  - Simultaneous enrollment of the same practice on the same acres is not allowed for any NRCS, state cost-share, or CSC program. However, producers may participate in another conservation program if the conservation practice occurs on different acres or animal units than those enrolled in the Alliance.
- Producer must have control of the land for the term of the producer agreement, and
- Producer must self-report total greenhouse gas benefits through the use of COMET-Planner

## STATE IMPLEMENTER | VIRGINIA DEPARTMENT OF CONSERVATION AND RECREATION

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**\*UP TO (2) UNIQUE FARMS MAY BE ENROLLED  
IDENTIFIED BY UNIQUE FARM SERVICE AGENCY NUMBERS**

# VIRGINIA

Producer eligibility

MINIMUM ENROLLED ACRES - 2  
MINIMUM ENROLLED ANIMAL UNITS - NONE  
MAXIMUM ENROLLED UNITS - 160 PER FARM  
MAXIMUM FARMS: 2\*  
CONTRACT LENGTH: 1 YEAR

## SUPPORTING PARTNER | COLONIAL SOIL AND WATER CONSERVATION DISTRICT

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\*UP TO (2) UNIQUE FARMS MAY BE ENROLLED  
IDENTIFIED BY UNIQUE FARM SERVICE AGENCY NUMBERS

# REQUIRED DOCUMENTS

Enrolled producers will be required to submit the following throughout the project. Please view the Memo To The Field for full requirements of USDA's Partnerships for Climate-Smart Commodities projects.

## MEMO TO THE FIELD

### REQUIRED DOCUMENTS TO ENROLL

The following documents are required to execute the Producer Agreement. These can be submitted as soon as an application is submitted. It is recommended that Producers request forms from the Farm Service Agency as soon as possible, regardless of application status, as processing times may vary.

- W9. Required for Primary Applicant and any Co-Applicants.
- FSA Subsidiary Print\*
- FSA Farm and Tract map(s)\*
- NRCS CPA-52 Environmental Evaluation Worksheet, if required. See Page 11 for more information.

### TO ENROLL, THE FOLLOWING MUST BE COMPLETED WITH THE FARM SERVICE AGENCY:

Producers are not required to upload these documents to the dashboard.

- Customer Data Worksheet ([AD-2047](#))
- Highly Erodible Land Conservation and Wetland Conservation Certification ([AD-1026](#))
- Farm Operating Plan For An Entity ([CC-902](#))

### REQUIRED DOCUMENTS DURING CONTRACT

The following documents are required for all enrolled Producers, and will be submitted throughout the contract period.

- FSA Shapefile\*
- Greenhouse gas impact report from [COMET-Planner](#) or [COMET-Farm](#). See Page 15 for more information.
- Self-verification of Alliance Practice Worksheet(s). See Page 10 for more information.

# PRACTICE WORKSHEETS

Planning, implementation and verification requirements for the climate-smart practices eligible for the Alliance.

The Alliance Practice Guidance and Certification outline the minimum criteria required for enrolled Producers to correctly plan, design, or install climate-smart practices on their farm. These standards have been adapted from the NRCS Conservation Practice Standards implementation requirements, or job sheets, and will vary by state. The Producer must self-verify the practice worksheet twice during the contract period, as described below.

- ▶ Unlike conventional NRCS conservation programs, practices installed under the Alliance will not require official review or certification from an NRCS officer or Alliance partner\*. Producers can find the applicable practice worksheets on the Producer Dashboard or by contacting their local district.

## STEP 1: PLANNED INSTALLATION OF CONSERVATION PRACTICE STANDARD

This step will become available on the Producer Dashboard halfway through the contract period. It is required to release the second payment.

The Producer will certify that the practice will be installed according to the criteria in the practice worksheet. Specifications include the purpose for applying the practice, the method and timing of establishment, and mitigation measures, as needed. The Producer will demonstrate the actions taken (e.g. planted crop species, grazing rotation schedule, nutrient application rate) to improve greenhouse gas reduction or increase carbon sequestration.

## STEP 2: VERIFICATION OF CONSERVATION PRACTICE STANDARD

This step will become available on the Producer Dashboard at the conclusion of the contract period. It is required to release the final payment.

The Producer will verify that the practices have been successfully installed according to the Alliance Practice Standard.

**\*UP TO 10% OF ENROLLED PRODUCERS WILL BE SELECTED AT RANDOM FOR A SITE VISIT BY AN ALLIANCE STATE PARTNER.**

# CPA-52 ENVIRONMENTAL EVALUATION WORKSHEET

This is required only for the practices listed below. The NRCS-CPA-52 Environmental Evaluation Worksheet provides a framework to document compliance with NRCS environmental requirements. This form is only required for the practices listed below.

## WHAT IS IT?

The NRCS-CPA-52 Environmental Evaluation Worksheet provides a framework to document compliance with NRCS environmental requirements. The worksheet will evaluate and record any concerns about soil, water, air, plants, animals, energy, and protected resources that may exist on the enrolled operation.

## WHAT PRACTICES REQUIRE A CPA-52?

Only the below practices require a CPA-52. Site-specific review may be required under certain conditions. Please visit the FAQ page on [www.allianceforncsa.org](http://www.allianceforncsa.org) for more information.

- [Silvopasture](#) (381)
- [Riparian Herbaceous Cover](#) (390)
- [Riparian Forest Buffer](#) (391)
- [Filter Strip](#) (393)
- [Pasture and Hay Planting](#) (512)
- [Tree/Shrub Establishment](#) (612)

## HOW DO I COMPLETE THE CPA-52?

Local districts will complete the CPA-52 on behalf of the producer after a signed producer agreement is submitted, as it is required to enroll in the program. The local district is responsible for submitting the CPA-52 to the Alliance for review and approval by the NRCS Point of Contact in each state.

## WHEN DOES THE CPA-52 NEED TO BE COMPLETED FOR THE ALLIANCE?

A completed CPA-52 is required to fully execute the Producer Agreement and release the first payment to the producer.

 [NRCS CPA-52 INSTRUCTIONAL VIDEO](#)

 [NRCS CPA-52 WORKSHEET, TOOLS, AND TRAINING](#)

# UNDERSERVED PRODUCERS

Producers who qualify as a Historically Underserved Farmer or Rancher may be eligible for an additional equity payment.

In the spirit of the Justice40 Initiative, at least 40% of enrolled producers will be from historically underserved operations. Producers who qualify as a Historically Underserved Farmer or Rancher\* will receive an additional **\$25 equity payment** for \$125 per acre or animal unit.

The application allows producers to select one or more groups that best describes them. A producer may only qualify for (1) equity payment; if more than one underserved group applies to the producer, Virginia Tech will determine the producer's enrollment group based on the final applicant pool to meet the obligations of the research agenda and program outcomes.

For farmers that do not qualify as a Historically Underserved Farmer or Rancher but operate **less than five acres**, an additional \$500 payment will be awarded to help install the climate-smart practice.

Operations with fewer than five acres **and** operated by an underserved producer will receive a minimum total payment of \$625.

# UNDERSERVED PRODUCERS

Producers who qualify as a Historically Underserved Farmer or Rancher may be eligible for an additional equity payment.

## UNDERSERVED PRODUCER GROUPS

Small, Beginning, 100% Women-Owned, Veteran, Limited Resource, or Socially Disadvantaged

### SMALL OPERATIONS

- An operation with gross cash farm income under \$250,000

### BEGINNING OPERATIONS

- An individual who has not operated a farm, ranch, for more than 10 consecutive years
- To qualify, an individual must provide substantial day-to-day labor and management of the operation, consistent with the practices in the county or State where the operation is located
- A legal entity or joint operation can be considered a Beginning Farmer and Rancher (BFR) if all members individually qualify

### 100% WOMEN-OWNED OPERATIONS

- Operations whose principal operator—the individual most responsible for the day-to-day decisions of the farm (or ranch)—is a woman.

### VETERAN OPERATIONS

- An individual who has served in the armed forces, including a reserve component; was released from service under conditions other than dishonorable; and
  - qualifies as Beginning; **or**
  - first obtained veteran status during the last 10 years.

# UNDERSERVED PRODUCERS

Producers who qualify as a Historically Underserved Farmer or Rancher may be eligible for an additional equity payment.

## LIMITED RESOURCE OPERATIONS

An individual who has direct or indirect gross farm sales not more than the current indexed value in each of the previous 2 years, and:

- has a total household income at or below the national poverty level for a family of four in each of the previous 2 years; or
- has a total household income less than 50 percent of the county median household income in each of the previous 2 years

A legal entity or joint operation can be considered Limited Resource if all members individually qualify.

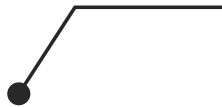
To determine if you qualify as Limited Resource Producer, USDA provides an online self-determination tool: <https://lrftool.sc.egov.usda.gov/DeterminationTool.aspx?fyYear=2024>.

NOTE: If you qualify as a Limited Resource Producer, you may be eligible for an upfront payment for the year you are enrolled. This will be determined by Virginia Tech and outlined in the Producer Agreement.

## SOCIALLY DISADVANTAGED

Members of a group who have been subjected to racial or ethnic prejudice because of their identity as members of that group without regard to their individual qualities. A legal entity or legal operation can be considered Socially Disadvantaged if at least 50% ownership in the business is held by Socially Disadvantaged individuals.

- Includes the following groups:
  - American Indian or Alaska Native
  - Asian
  - Black or African American
  - Native Hawaiian or other Pacific Islander
  - Hispanic



We acknowledge that the term “socially disadvantaged” may not be how individuals who fit the definitions below identify themselves. In this guide, it is included to outline specific incentives, priorities, and set asides for underserved producers within USDA programs.



# DATA REPORTING

All enrolled producers are required to submit greenhouse gas benefit data using COMET-Planner.

The Alliance to Advance Climate-Smart Agriculture is supported by USDA's Partnerships for Climate-Smart Commodities, and led by the Virginia Tech College of Agriculture and Life Sciences. As part of this pilot, research faculty from Virginia Tech will collect self-reported data from participating farms and ranches to determine the greenhouse gas benefit of climate-smart agriculture.

**All enrolled participants will self-report and self-verify the installed practice and commodity using COMET-Planner or Field to Market's FieldPrint Platform.**

The Carbon Management Evaluation Tool (COMET) is a measurement tool designed to provide the estimated greenhouse gas impacts of conservation practices, without extensive on-site sampling. The Fieldprint® Platform is an assessment framework that measures the environmental impacts of commodity crop production. Alliance will utilize FieldPrint rather than COMET for rice conservation practices. Enrolled producers will be required to submit their COMET-Planner or FieldPrint data to the Alliance through the Producer Dashboard.

Virginia Tech will select up to 10% of applicants to participate in COMET-Farm. Producers who choose to report through COMET-Farm will be compensated an additional \$1,000 per year for the estimated 35 hours to collect and input historical farm data.

- Producer will "opt in" if they wish to be considered to use COMET-Farm during the application. They will be notified when an enrollment decision is issued if they will participate in COMET-Farm and receive the additional \$1,000 payment at the conclusion of their producer agreement.
- Producers who participate in COMET-Farm are still required to submit COMET-Planner data.
- The Alliance Technical Specialist will be available to assist producers in completing COMET-Farm.

**All enrolled producers will participate in additional data collection related to greenhouse gas benefits and complete surveys led by Virginia Tech faculty.**

# STEP 1: PRODUCER SELECTION

Producer selection is determined by Virginia Tech.

## DISTRICT VERIFICATION

Once a Producer has applied to the Alliance, the local district will review each application to ensure it is complete, accurate, and eligible. Once verified by the district, applications will be sent to Virginia Tech for selection.

- The districts will verify that all the Producer's information is correct, including contact information, farm information, and chosen practices, enhancements, commodities and acres and/or animal units.
  - Establishing and obtaining farm records is the responsibility of the Producer. The required documents (see Page 9) must be requested from the Farm Service Agency.
  - If an application was submitted without a Farm Service Agency number, it is the responsibility of the Producer to contact their local Farm Service Agency service center to obtain one. Nearest service centers can be found here: <https://www.farmers.gov/working-with-us/service-center-locator>.
  - Producers with [www.farmers.gov](http://www.farmers.gov) accounts can also access farm records and maps online.

## PRODUCER SELECTION

After districts verify that the Producer application meets the eligibility criteria, Virginia Tech will run a randomized selection model to select farms to be enrolled. Once the enrollment decisions are complete, Virginia Tech will issue Producer Agreements to selected participants.

- If a Producer no longer wishes to enroll in the Alliance, the application will be closed.
  - If a Producer chooses not to enroll, or is not selected for Year 1, they can still access their application on the Producer Dashboard and are welcome to reapply the following year.

ESTIMATED  
TIME FRAME

**1½ - 2 WEEKS**

 [VIRGINIA TECH SELECTION PROCESS](#)

 [LIMITED RESOURCE SELF-DETERMINATION TOOL](#)

# STEP 2: PRODUCER ENROLLMENT

Information for producers selected to participate in the Alliance.

## ENROLLMENT DECISION

If "Yes," Producer will access the Producer Dashboard on [www.allianceforcsa.org](http://www.allianceforcsa.org), where they will find next steps for enrollment, including their Producer Agreement for signature.

- If a Producer chooses not to accept the Producer Agreement, they will still be able to access the Producer Dashboard and their application summary if they wish to reapply in the future.

## ENROLLMENT TASKS

Once an enrollment decision has been issued, the Primary Applicant and co-applicants will see the following options in the Producer Dashboard:

- Upload required enrollment documents (see page 9)
- Contact your local district if technical assistance is required
- Enter farm number(s), if obtained after application
- Enter tract number(s), if obtained after application
- Sign Producer Agreement

Once complete, the district will verify all documents and confirm Producer enrollment in the Alliance to Advance Climate-Smart Agriculture.

## PRODUCER AGREEMENT

The primary applicant and any co-applicants will receive separate Producer Agreements.

The Producer Agreement will include:

- Producer and farm information
- Planned climate-smart practices
- Enrolled acreage and/or animal units
- Total payment amount
- Full terms and conditions of the contract

Once the requirements of enrollment are met, a debit card will be issued.

See Page 21 for information on activating the card.

ESTIMATED  
TIME FRAME

**1½ - 2 WEEKS**

# STEP 3: INSTALLING THE PRACTICE

Self-verification of the planned practice will release the second payment to the producer. This will become available on the dashboard approximately halfway through the contract period.

## PART ONE: PLANNING THE PRACTICE

- Producer will complete Part One: Planning in the Alliance Practice Worksheet, which outlines how the practice will be implemented
  - The Producer will complete Part One regardless of whether or not the practice has been installed. Some practices may require more planning or the contract may not coincide with the growing season; in the event that a practice has not been implemented at this point during the contract period, self-verification of the intended course of action, including the methodology and timeline of installing the practice, is sufficient to release the second payment to the Producer.
- Producer will submit the farm's **shapefile data**, which can be requested from the Farm Service Agency.
  - Shapefiles contain geospatial data that requires specific software to view. Producers do not need to obtain any software. Please request the data as a .zip file from the FSA, which can be uploaded directly to the Producer Dashboard.

## VERIFICATION

- District will verify the Practice Worksheet(s) have been completed accurately, in accordance with the Alliance's guidelines
- Once the above steps are complete, the second installment of 25% will be issued to Producer.

### EARLY ADOPTERS OF CLIMATE-SMART PRACTICES

If a Producer has previously implemented or currently maintains the practice selected on the application, they may still participate in the Alliance.

- If the practice is installed annually, such as Cover Crops (340), Producers will receive payment for the planting of cover crops only for the year they are enrolled.
- If a practice is already in place, such as Tree/Shrub Establishment (612), Producers may choose to add an approved enhancement if the option improves greenhouse gas reduction or increases carbon sequestration.

Producers may also choose to install a previously used practice on new acres or animal units.

Please view the [Approved Practices and Enhancements](#) guide for more information.

# STEP 4: FINAL SUBMISSION

Final submission of required data and documents will release the third and final payment. This step will become available on the dashboard at the end of the enrollment year.

## PART TWO: CERTIFYING THE PRACTICE

- Producer will complete Part Two: Certification in the Alliance Practice Worksheet, confirming that the practice has been installed according to the Alliance guidelines and the steps outlined in Part One.

## GREENHOUSE GAS DATA

- Producer will submit COMET-Planner or FieldPrint reports to the Producer Dashboard.
  - If participating in COMET-Farm, Producer will submit both COMET-Planner data and the additional COMET-Farm report.
  - All enrolled participants will participate in additional data collection related to greenhouse gas benefits and complete surveys led by Virginia Tech faculty researchers.

## VERIFICATION

- District to verify receipt of completed practice worksheet(s) and greenhouse gas data
- District to verify Producer has met all terms and conditions of the Producer Agreement
- Virginia Tech to verify all submitted data

## PROJECT CONCLUSION

- Once the Producer has completed the steps above, the final 25% payment will be issued. At the end of the contract period, the Producer Profile will be locked. Producers will still be able to log into the Dashboard and review their project data and summary, if they wish.

## DATA PROTECTION

Virginia Tech complies with all statutory and legal requirements with respect to access to information. All personal data will be retained for a period not to exceed (5) years after the retention begin date. Farm, tract, field numbers, and producer name will be provided by Virginia Tech to the USDA National Program Officer as a part of routine grant reporting.

# YEAR ONE COMPLETE

# PAYMENTS

All payments to producers will be issued by Virginia Tech.

- Virginia Tech confirms receipt of the following for the Primary Applicant and any co-applicants:
  - Signed Producer Agreement
  - W9
  - Required FSA forms uploaded to Producer Dashboard (see page 9)
  - Farm Service Agency farm number and tract numbers
  - Approved CPA-52, if applicable (see Page 11)

Once Virginia Tech has verified the above criteria, producers will receive a debit card in the mail that will be used to load each disbursement. See Page 21 for more information.

## FIRST PAYMENT

50% of the total payment will be released when the Producer has completed the required forms, signed the Producer Agreement contract, and activated the debit card issued from Virginia Tech. See Page 18.

## SECOND PAYMENT

25% of the total payment will be released when the Part One: Planning section of the Practice Worksheet has been completed and approved and an FSA Shapefile has been uploaded to the Producer Dashboard. Producers will self-verify installation midway during their contract, regardless of when the practice is implemented. Payment will be released approximately six months into the contract, determined based on the executed date of the Producer Agreement. See Page 18.

## FINAL PAYMENT

The remaining 25% payment will be released when the Producer has met all term and conditions of the Producer Agreement, including Practice Worksheets, greenhouse gas data reports, and surveys. Payment will be released at the conclusion of the contract period. See Page 19.

ESTIMATED  
TIME FRAME  
**1 WEEK**

**VERIFICATION, INCLUDING SUBMITTING REQUIRED DOCUMENTS, WILL OCCUR ON THE DASHBOARD AT [WWW.ALLIANCEFORCSA.ORG](http://WWW.ALLIANCEFORCSA.ORG).**

# PAYMENTS

All payments to producers will be issued by Virginia Tech.

When Virginia Tech issues the debit card to the Producer, each Producer will receive a card holder agreement containing the terms and conditions of the card.

This document will list information on how to use the card and includes a disclosure of any applicable fees, including card replacement, foreign currency conversion, and ATM fees. Information on how to check balances and contact customer service is also included.

Upon receipt, the Producer can follow the steps to activate the card and confirm their identity and enrollment in the Alliance. No payments will be loaded into the account until the Producer has activated the card. Each Producer and any co-applicants will receive their own debit card.

U.S. Bank Focus Card Pre-Acquisition Disclosure Program Number: 126784009 NP			
Monthly fee	Per purchase	ATM withdrawal	Cash reload
<b>\$0</b>	<b>\$0</b>	<b>\$0</b> in-network <b>\$1.75</b> out-of-network	<b>N/A</b>
ATM Balance Inquiry (in-network or out-of-network)		\$0	
Customer Service (automated or live agent)		\$0 per call	
Inactivity (after 365 days with no transactions)		\$2.00 per month	
<b>We charge 3 other types of fees. One of them is:</b>			
Card Replacement (standard or rush)		\$5.00* or \$30.00*	
*This fee can be lower depending on how and where this card is used.			
<b>No overdraft/credit feature.</b> Your funds are eligible for FDIC insurance.			
For general information about prepaid accounts, visit <a href="http://cfpb.gov/prepaid">cfpb.gov/prepaid</a> . Find details and conditions for all fees and services inside the card package or call 888-863-0681 or visit <a href="http://www.usbankfocus.com">www.usbankfocus.com</a> .			

ESTIMATED  
TIME FRAME  
**1 WEEK**

## U.S. BANK FOCUS CARD PRE-ACQUISITION DISCLOSURE

VERIFICATION, INCLUDING SUBMITTING REQUIRED DOCUMENTS, WILL OCCUR ON THE DASHBOARD AT [WWW.ALLIANCEFORCSA.ORG](http://WWW.ALLIANCEFORCSA.ORG).

# CLIMATE-SMART PRACTICES

The following pages outline the approved climate-smart practices and verification requirements. Please see the [Approved Practices and Enhancements guide](#) for a complete list of eligible practices.

Qualifying practices have been selected from [USDA-NRCS Conservation Practice Standards](#). All practices will meet approved NRCS standards.



Learn about the benefits of climate-smart practices directly from farmers and ranchers by visiting Farmers at Work at [www.farmers.gov](http://www.farmers.gov), or click below!



SCAN HERE



# CLIMATE-SMART PRACTICES

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## Conservation Crop Rotation (328)

### Definition

A planned sequence of crops grown on the same ground over a period of time (i.e. the rotation cycle).

### Optional Enhancements

- Resource conserving crop rotation (E328A)
  - Improved resource conserving crop rotation (E328B)
  - Soil health crop rotation (E328E)
  - Modifications to improve soil health and increase soil organic matter (E328F)
  - Intercropping to improve soil health (E328N)
  - Perennial grain crop conservation rotation (E328O)
  - Low Nitrogen Requirement Annual Crop Rotation (E328P)
- 

## Cover Crop (340)

### Definition

Grasses, legumes, and forbs planted for seasonal vegetative cover.

### Optional Enhancements

- Cover crop to reduce soil erosion (E340A)
- Intensive cover cropping to increase soil health and soil organic matter content (E340B)
- Use of multi-species cover crop to improve soil health and increase soil organic matter (E340C)
- Intensive orchard/vineyard floor cover cropping to increase soil health (E340D)
- Cover crop to reduce water quality degradation by utilizing excess soil nutrients (E340G)

# CLIMATE-SMART PRACTICES

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## Residue and Tillage Management, No Till (329)

### Definition

Limiting soil disturbance to manage the amount, orientation and distribution of crop and plant residue on the soil surface year around.

### Optional Enhancements

- No till to increase plant-available moisture (E329C)
  - No till system to increase soil health and soil organic matter content (E329D)
  - No till to reduce energy (E329E)
- 

## Residue and Tillage Management, Reduced Till (345)

### Definition

Managing the amount, orientation, and distribution of crop and other plant residue on the soil surface year-round while limiting soil-disturbing activities used to grow and harvest crops in systems where the field surface is tilled prior to planting.

### Optional Enhancements

- Reduced tillage to increase plant-available moisture (E345C)
- Reduced tillage to increase soil health and soil organic matter content (E345D)
- Reduced tillage to reduce energy use (E345E)

# CLIMATE-SMART PRACTICES

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## Silvopasture (381)

### Definition

Establishment and/or management of desired trees and forages on the same land unit.

### Optional Enhancements

- Silvopasture to improve wildlife habitat (Conversion of cropland and pastureland). (E381A)
- 

## Tree/Shrub Establishment (612)

### Definition

Establishing woody plants by planting, direct seeding, or through natural regeneration.

### Optional Enhancements

- Planting for carbon sequestration and storage (E612B)
- Establishing tree/shrub species to restore native plant communities (E612C)
- Adding food-producing trees/shrubs to an agroforestry system (E612D)
- Cultural plantings (E612E)
- Sugarbush management (E612F)
- Tree/shrub planting for wildlife habitat (E612G)

# CLIMATE-SMART PRACTICES

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## Riparian Herbaceous Cover (390)

### Definition

Grasses, sedges, rushes, ferns, legumes, and forbs tolerant of intermittent flooding or saturated soils, established or managed as the dominant vegetation in the transitional zone between upland and aquatic habitats.

### Optional Enhancements

- Increase riparian herbaceous cover width for sediment and nutrient reduction (Conversion of cropland and pastureland). (E390A)
  - Increase riparian herbaceous cover width to enhance wildlife habitat (Conversion of cropland and pastureland). (E390B)
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## Riparian Forest Buffer (391)

### Definition

Establishment and/or management of desired trees and forages on the same land unit.

### Optional Enhancements

- Increase riparian forest buffer width for sediment and nutrient reduction (Conversion of cropland and pastureland). (E391A)
- Increase stream shading for stream temperature reduction (Conversion of cropland and pastureland). (E391B)
- Increase riparian forest buffer width to enhance wildlife habitat (Conversion of cropland and pastureland). (E391C)

# CLIMATE-SMART PRACTICES

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## Filter Strip (393)

### Definition

Grasses, sedges, rushes, ferns, legumes, and forbs tolerant of intermittent flooding or saturated soils, established or managed as the dominant vegetation in the transitional zone between upland and aquatic habitats.

### Optional Enhancements

- Establish filter strip adjacent to cropland (Conversion of cropland to filter strip). (E393A)
- 

## Pasture and Hay Planting (512)

### Definition

Establishing compatible species, varieties, or cultivars of herbaceous species that can provide nectar for pollinators and forage and other habitat values for wildlife and livestock, particularly at times when targeted nectar, forage supply and quality, cover, and shelter are not available in other pastures.

### Optional Enhancements

- Cropland conversion to grass-based agriculture to reduce soil erosion (E512A)
- Forage and biomass planting to reduce soil erosion or increase organic matter to build soil health (E512B)
- Cropland conversion to grass for soil organic matter improvement (E512C)
- Forage plantings that help increase organic matter in depleted soils (E512D)
- Establish pollinator and/or beneficial insect and/or Monarch habitat (E512I)
- Establish wildlife corridors to provide habitat continuity or access to water (E512J)
- Diversifying forage base with interseeding forbs and legumes to increase pasture quality (E512L)
- Forage plantings that improve wildlife habitat cover and shelter or structure and composition (E512M)

# CLIMATE-SMART PRACTICES

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## Irrigation Water Management, Alternative Wetting and Drying (449)

### Definition

The process of determining and controlling the volume, frequency, and application rate of irrigation water.

### Optional Enhancements

- Alternated Wetting and Drying (AWD) of rice fields (E449B)
- Convert from Cascade to Furrow Irrigated Rice Production – reduce irrigation water consumption (E449E)

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## Feed Management (592)

### Definition

Manipulating and controlling the quantity and quality of available nutrients, feedstuffs, ingredients, or additives fed to livestock and poultry.

### Optional Enhancements

None.

# CLIMATE-SMART PRACTICES

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## Prescribed Grazing (528)

### Definition

Improve crop land soil health by increasing plant diversity and minimizing soil disturbance.

### Optional Enhancements

- Maintaining quantity and quality of forage for animal health and productivity (E528A).
- Grazing management for improving quantity and quality of food or cover and shelter for wildlife (E528D).
- Improved grazing management for enhanced plant structure and composition for wildlife (E528E).
- Stockpiling cool season forage to improve structure and composition or plant productivity and health (E528F).
- Improved grazing management on pasture for plant productivity and health with monitoring activities (E528G).
- Grazing management that protects sensitive areas -surface or ground water from nutrients (E528I).
- Implementing Bale or Swath Grazing to increase organic matter and reduce nutrients in surface water (E528P).
- Management intensive rotational grazing (E528R).
- Soil Health Improvements on Pasture (E528S).

# CLIMATE-SMART PRACTICES

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## Nutrient Management (590)

### Definition

Manage rate, source, placement, and timing of plant nutrients and soil amendments while reducing environmental impacts.

### Optional Enhancements

- Improving nutrient uptake efficiency and reducing risk of nutrient losses (E590A)
- Reduce risks of nutrient loss to surface water by utilizing precision agriculture technologies (E590B)
- Improving nutrient uptake efficiency and reducing risk of nutrient losses on pasture (E590C)
- Reduce risks of nutrient losses to surface and groundwater by increasing setback awareness via precision technology (E590D)



# USDA PARTNERSHIPS FOR CLIMATE-SMART COMMODITIES

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