

Alliance Application and Review Process Checklist

Application Entry

Producer application fully inputted into dashboard

FSA Docs

Obtained Subsidiary report, FSA maps, and Producer Farm Data Report for applicant on relevant acres

Eligibility Review

Review above FSA docs to ensure names, addresses, acres, Farm and tract numbers match with application. Ensure it is logical for the planned practice on the ground offered in the application and timing of implementation aligns with practice requirements.

SUBSIDIARY PRINT

Confirm:

- Last Updated Date” in the “Summary Eligibility Information” section is within the current Federal Fiscal Year (October 1– September 30).
- When payments to the producer span more than one Federal fiscal year, an updated Subsidiary Print will be required to ensure status is still compliant.

Confirm that the following match Alliance records:

- Name
- County
- State
- Address

With LLC’s you may see an individual's name under “Member Data”, but not all Subsidiary Prints have this section. If the applicant is signing up as an entity but requesting the payment and the W9 submittal is to an individual, please obtain the individuals Producer Farm Data Report to verify the individual’s name and address and ensure it matches the W9 address.

Alternatively, for entities, we can request their CCC-902E document from FSA to verify the individual is a member of the entity.

Confirm that the boxes in highlighted are indicated as below.

**United States Department Of Agriculture
Farm Service Agency
Producer Subsidiary Print**

Date: 06-23-2019

Farmer, John

**PO Box 1
Monticello, AR. 71611**

Phone Number: none

SCIMS Information

Business Type Information

2019 Individual
2018 Individual

Citizenship Country - UNITED STATES
Resident Alien Flag - N/A

SCIMS Links

Drew - Arkansas

Summary Eligibility Information

Recording County: Drew - Arkansas
Office Phone: (870)367-8400 x2

**Should list
Certified**

419 W GAINES ST
MONTICELLO, AR 71655-4723

	2019	2018
AD-1026	Not Filed	Not Filed
First Time Producer Filing AD-1026	No	No
Date First Time Filing AD-1026		
Affiliate Violation for RMA	No	
Actively Engaged Determination	Not Filed	Not Filed
Actively Engaged - 2002 Farm Bill	Not Filed	Not Filed
AGI - 75% Rule	No	No
AGI - 2014 and 2018 Farm Bills	Not Filed	Not Filed
AGI - 2008 Farm Bill - Commodity		
AGI - 2008 Farm Bill - Direct \$750,000		
AGI - 2008 Farm Bill - Direct \$1 Million		
AGI - 2008 Farm Bill - Conservation	Not Filed	Not Filed
AGI - 2002 Farm Bill	Not Filed	Not Filed
Beginning Farmer or Rancher	No	No
Cash Rent Tenant Determination	Awaiting Determination	Awaiting Determination
Cropland Factor	0.0000	0.0000
Conservation Compliance-Farm/Tract	In Compliance	In Compliance
Highly Erodible Land Conservation	Compliant	Compliant
Planted Converted Wetland	Compliant	Compliant
Converted Wetland	Compliant	Compliant
Controlled Substance	No Violation	No Violation
Delinquent Debt	No	No
Federal Crop Insurance	Requirements Not Met	Requirements Not Met
Foreign Person	Not Applicable	Not Applicable
Fraud - including FCIC Fraud		
Gross Revenue for Disaster		
Gross Revenue for NAP		
Limited Resource Farmer or Rancher	No	No
NAP Non-Compliance	Compliant	Compliant
Permitted Entity - 2002 Farm Bill	Yes	Yes
Person Eligibility - 2002 Farm Bill	Not Filed	Not Filed
SDA - Racial, Ethnic or Gender	No	No
SDA - Racial or Ethnic but NOT Gender	No	No

PRODUCER FARM DATA REPORT

Confirm from the **Farm/Tract Information:**

- Farm(s)/Tract(s) and county match Alliance records
- Alliance applicant is an Owner, Operator, or Other Tenant of the Farms(s)/Tract(s) under contract with Alliance, if records haven't been updated yet, note this on the PFDR
- Name and address matches application entry
- Recording County Office name will also be listed

Producer Farm Data Report										Date: 9/15/09 10:16 AM
Crop Year: 2010										Page: 1
Producer Name and Address					Recording County Office Name					
KRISTIN MANN 303 5TH AVE NEW CITY MS 39003-3035					Coahoma, Mississippi					
Telephone: None										
Number of Farms	Number of Tracts	Farmland	Cropland	DCP Cropland	CRP Cropland	EFF DCP Cropland	NAP			
2	3	127.0	54.4	54.4	0.0	54.4	0.00			
State & County	Farm	Tract	Relationship to Farm Tract	Producer	Farmland	Cropland	DCP Cropland	CRP Cropland	EFF DCP Cropland	NAP
Delaware, IN	10	143	Other Tenant	KRISTIN MANN	107.0	35.6	35.6	0.0	35.6	0.00
			Owner	SEAN SIMONS						
Coahoma, MS	4706	8906	Other Tenant	KRISTIN MANN	15.0	14.6	14.6	0.0	14.6	0.00
			Owner	CLARENCE COOPER						
		8907	Other Tenant	KRISTIN MANN	5.0	4.2	4.2	0.0	4.2	0.00
			Owner	LARRY GOODEY						

MAP

Confirm that the following match Alliance records:

- County
- State
- Farm(s)/Tract(s)/Field Number(s)
- Acres applied for under Alliance are available within the designated Farm/Tract/Field numbers
- Ensure practice makes sense for land and 12 month timeframe (not planting cover crops on a farmstead or planning prescribed grazing for 2024, etc.)

The farm and tract numbers will be listed in the top right corner of the map print out.

In the example below, Tract is T27173, "51, 75.13, HEL" indicates that the Field Number is 51, the field is 75.13 acres of highly erodible land (HEL).



If the review finds errors, contact producer and edit to match FSA records

If the review finds no errors continue

Upload

Scan and upload the:

Subsidiary Report

FSA Maps

Producer Farm Data Report

Setting Application Status

Everything aligns with FSA records, meets eligibility and technical review - Recommend

Missing info, doesn't match FSA records, doesn't meet eligibility and/or technical review - Not Recommended