



Alliance to Advance
Climate-Smart Agriculture

PRODUCER GUIDE

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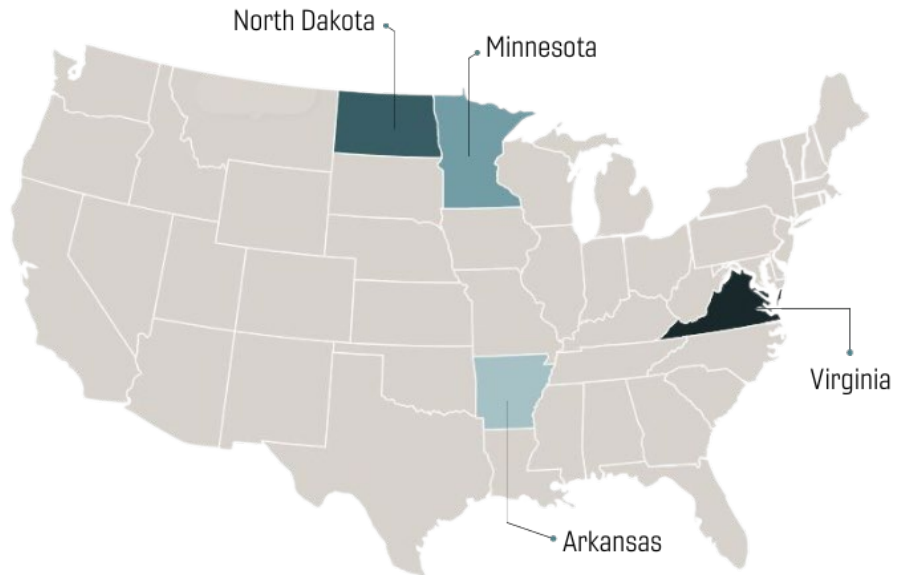
ABOUT THE ALLIANCE

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.



Please visit www.allianceforcsa.org to find out more.



ABOUT THE PRODUCER GUIDE

We are thrilled that you are interested in joining the Alliance to Advance Climate-Smart Agriculture! This guide includes details about the application and enrollment steps for eligible producers.

The Alliance Dashboard, accessed on the Alliance 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 10) on this dashboard throughout the year you are enrolled.

The dashboard will also be your best resource for participating in the Alliance, including detailed specifications on climate-smart practices, quantifying and reporting greenhouse gas benefits, and other helpful tips to help you succeed in the program.

If you need help completing an application or require technical assistance, 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 5-9) or on our website at www.allianceforcsa.org/partners.



All applicants will have access to the Alliance Dashboard on www.allianceforcsa.org.
If you have questions, please contact us at allianceforcsa@vt.edu. We look forward to working with you!



PARTICIPATING STATES

The Alliance is open to farmers and ranchers in select conservation districts in Arkansas, Minnesota, North Dakota, and Virginia.

To enroll in the Alliance, producers must meet the following criteria. State-specific requirements, including eligible counties and minimum enrolled land, are outlined on the state pages:

- ✓ Farm must be operated in a participating district within one of the (4) partner states;
- ✓ Farm(s) enrolled must have a verified Farm Service Agency farm number and tract numbers;
- ✓ Farm must enroll the minimum units required by their state;
- ✓ A maximum of 160 acres and/or animal units may be enrolled per Farm Service Agency farm number;
- ✓ A maximum of (2) farms may be enrolled, for a maximum total of 320 acres and/or animal units;
- ✓ 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;
- ✓ The producer must have control of the land for the term of the producer agreement;
- ✓ The producer must certify that they are not a foreign person or entity;
- ✓ The producer must consent to report the environmental benefits of the climate-smart practices using COMET, Fieldprint and/or RUSLE2.

ARKANSAS

PARTICIPATING STATES

FARM MUST ENROLL A MINIMUM:
10 ACRES OR 10 ANIMAL UNITS PER FARM

CONTRACT LENGTH: 1 YEAR

PRODUCERS MAY ADD UP TO TWO FARMS.
A MAXIMUM OF 160 UNITS MAY BE ENROLLED PER FARM.

FARM MUST BE LOCATED WITHIN ONE OF THE FOLLOWING COUNTIES:

ARKANSAS	JEFFERSON
CLEVELAND	LINCOLN
DREW	ST. FRANCIS

STATE PILOT LEAD

State Pilot Leads are responsible for selecting the participating conservation districts, leading outreach and enrollment efforts, and providing technical assistance to producers.

+ ARKANSAS DEPARTMENT OF AGRICULTURE

Megan Perkins

megan.m.perkins@agriculture.arkansas.gov

Ayden Massey

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SUPPORTING PARTNERS

Supporting Partners support outreach efforts and provide technical assistance.

AGRICULTURAL COUNCIL OF ARKANSAS

ARKANSAS RICE FEDERATION

ARKANSAS ASSOCIATION OF CONSERVATION DISTRICTS

EQUITY PARTNER

Equity Partners support outreach efforts for underserved and underrepresented producers.

THE KKAC ORGANIZATION

MINNESOTA

PARTICIPATING DISTRICTS

FARM MUST BE LOCATED WITHIN ONE OF THE FOLLOWING COUNTIES:

EAST OTTER TAIL	KANDIYOHI	STEVENS
FILLMORE	REDWOOD	WADENA
HOUSTON	RENVILLE	

FARM MUST ENROLL A MINIMUM:
3 ACRES OR 10 ANIMAL UNITS PER FARM

CONTRACT LENGTH: 1 YEAR
i Producers in Minnesota will have the option to renew contracts for a second year.

PRODUCERS MAY ADD UP TO TWO FARMS.
A MAXIMUM OF 160 UNITS MAY BE ENROLLED PER FARM.

STATE PILOT LEAD

State Pilot Leads are responsible for selecting the participating conservation districts, leading outreach and enrollment efforts, and providing technical assistance to producers.

+ MINNESOTA BOARD OF WATER AND SOIL RESOURCES

Suzanne Rhees
suzanne.rhees@state.mn.us

Jennifer Hahn
jennifer.hahn@state.mn.us

SUPPORTING PARTNERS

Supporting Partners support outreach efforts and provide technical assistance.

MINNESOTA SOIL HEALTH COALITION
MINNESOTA FARMERS UNION
MINNESOTA STATE CATTLEMENS ASSOCIATION
MINNESOTA ASSOCIATION OF SOIL AND WATER CONSERVATION DISTRICTS

EQUITY PARTNERS

Equity Partners support outreach efforts for underserved and underrepresented producers.

RENEWING THE COUNTRYSIDE
SUSTAINABLE FARMING ASSOCIATION

NORTH DAKOTA

PARTICIPATING DISTRICTS

FARM MUST ENROLL A MINIMUM:
3 ACRES OR 10 ANIMAL UNITS PER FARM

CONTRACT LENGTH: 1 YEAR

PRODUCERS MAY ADD UP TO TWO FARMS.
A MAXIMUM OF 160 UNITS MAY BE ENROLLED PER FARM.

FARM MUST BE LOCATED WITHIN ONE OF THE FOLLOWING COUNTIES:

CASS

ROLETTE

STARK

MCKENZIE

EASTERN BILLINGS

MERCER

WARD

STATE PILOT LEAD

State Pilot Leads are responsible for selecting the participating conservation districts, leading outreach and enrollment efforts, and providing technical assistance to producers.

+ NORTH DAKOTA FARMERS UNION

Matt Perdue

mperdue@ndfu.org

Amanda McClean

amcclean@ndfu.org

SUPPORTING PARTNERS

Supporting Partners support outreach efforts and provide technical assistance.

NORTH DAKOTA GRAIN GROWERS ASSOCIATION

NORTH DAKOTA CONSERVATION DISTRICT EMPLOYEES' ASSOCIATION

VIRGINIA

PARTICIPATING DISTRICTS

FARM MUST ENROLL A MINIMUM:

2 ACRES PER FARM

There is no minimum for animal units.

CONTRACT LENGTH: 1 YEAR

PRODUCERS MAY ADD UP TO TWO FARMS.

A MAXIMUM OF 160 UNITS MAY BE ENROLLED PER FARM.

FARM MUST BE LOCATED WITHIN THE THOMAS JEFFERSON SOIL AND WATER CONSERVATION DISTRICT:

LOUISA	ALBEMARLE
FLUVANNA	CITY OF CHARLOTTESVILLE
NELSON	

FARM MUST BE LOCATED WITHIN THE COLONIAL SOIL AND WATER CONSERVATION DISTRICT:

CHARLES CITY	YORK
JAMES CITY	CITY OF WILLIAMSBURG
NEW KENT	

FOR THE ALLIANCE, COLONIAL HAS AN EXPANDED DISTRICT WITH ADDITIONAL COUNTIES INCLUDING:

CAROLINE	HENRICO	MIDDLESEX
CHESTERFIELD	ISLE OF WIGHT	PRINCE GEORGE
ESSEX	KING & QUEEN	SURRY
GLOUCESTER	KING WILLIAM	CITY OF RICHMOND
HANOVER	MATHEWS	

PLEASE SEE NEXT PAGE FOR STATE PARTNERS →

VIRGINIA

PARTICIPATING DISTRICTS

FARM MUST ENROLL A MINIMUM:

2 ACRES PER FARM

There is no minimum for animal units.

CONTRACT LENGTH: 1 YEAR

PRODUCERS MAY ADD UP TO TWO FARMS.

A MAXIMUM OF 160 UNITS MAY BE ENROLLED PER FARM.

STATE PILOT LEAD

State Pilot Leads are responsible for selecting the participating conservation districts, leading outreach and enrollment efforts, and providing technical assistance to producers.

+ VIRGINIA DEPARTMENT OF CONSERVATION AND RECREATION

Please contact the district where your farm is located:

COLONIAL SWCD

alliance@colonialswcd.org

THOMAS JEFFERSON SWCD

alliance@tjswcd.org

SUPPORTING PARTNERS

Supporting Partners support outreach efforts and provide technical assistance.

COLONIAL SOIL AND WATER CONSERVATION DISTRICT

THOMAS JEFFERSON SOIL AND WATER CONSERVATION DISTRICT

VIRGINIA COOPERATIVE EXTENSION

EQUITY PARTNER

Equity Partners support outreach efforts for underserved and underrepresented producers.

VIRGINIA STATE UNIVERSITY SMALL FARM OUTREACH PROGRAM

REQUIRED DOCUMENTS

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

MEMO TO THE FIELD (FSA)

REQUIRED DOCUMENTS TO APPLY

The following information is required to apply.

- ✓ Farm Information, including:
 - Farm Service Agency farm number(s), tract and field number(s)*

REQUIRED DOCUMENTS TO ENROLL

➤ REQUIRED TO COMPLETE ENROLLMENT

The following are required to complete enrollment and release the first payment.

- ✓ W9 for Primary Applicant and any Co-Applicants
 - This is required for Virginia Tech to issue producer payments. Virginia Tech will only accept the most recent W9 from the IRS, published March 2024.
- ✓ CPA-52 Environmental Evaluation Worksheet, if required
- ✓ Subsidiary Print*

➤ REQUIRED FOR SECOND PAYMENT

The following are required halfway through the contract to release the second payment.

- ✓ Shapefile Data (required for cropland practices)*
- ✓ Practice Worksheet

➤ REQUIRED FOR FINAL PAYMENT

The following are required at the end of the contract to release the final payment.

- ✓ Environmental Benefits Data (e.g. COMET-Planner, COMET-Farm, FieldPrint)
- ✓ Verification of Installed Practice(s)

*MUST BE REQUESTED FROM THE LOCAL FARM SERVICE AGENCY OFFICE. STATE REQUIREMENTS MAY VARY, PLEASE CONTACT YOUR STATE IMPLEMENTER IF YOU HAVE QUESTIONS.

PRACTICE WORKSHEETS

Practice Worksheets outline the minimum criteria required for producers to plan and implement climate-smart practices. Producers will submit the planned implementation of practice(s) halfway through the contract and verify implementation at the end of the contract. Standards have been adapted from the NRCS Conservation Practice Standards implementation requirements and will vary by state.

CONSERVATION PRACTICE WORKSHEETS

1. PLANNED IMPLEMENTATION OF CONSERVATION PRACTICE STANDARD

Producers will submit the Planned Implementation worksheet halfway through the contract period to release the second payment.

The producer will describe the specific steps that will be taken to implement the practice(s), based on the criteria in the practice worksheet. Specifications include the purpose for adopting the practice, the method and timing of establishment, and any mitigation measures.

i If a practice has not been implemented at this point during the contract, submitting the intended course of actions taken is sufficient.

2. VERIFICATION OF CONSERVATION PRACTICE STANDARD

Producers will verify and sign the Planned Implementation worksheet at the end of the contract period to release the final payment.

The Producer will verify and sign that the practice(s) have been implemented as described in the Planned Implementation worksheet.

i If a producer is unable to implement the approved practice in year one due to conditions outside of their control, such as weather, they will be given an extension to install the practice in the second year. If a producer does not adopt the practice after two years, they must return the funds or apply for an extension due to extenuating circumstances. Contact the Alliance for more information.

CPA-52 ENVIRONMENTAL EVALUATION WORKSHEET

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

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

WHAT IS THE CPA-52 WORKSHEET?

The NRCS CPA-52 Environmental Evaluation Worksheet will evaluate and record any concerns about soil, water, air, plants, animals, energy, and protected resources that may exist on the enrolled operation.

WHO COMPLETES THE CPA-52?

Local districts will complete the CPA-52 on behalf of the producer after a signed producer agreement is received. The local district is responsible for submitting the CPA-52 to the Alliance for approval.

WHEN DOES THE CPA-52 NEED TO BE COMPLETED?

An approved CPA-52 is required to complete enrollment and release the first payment to the producer. Please contact your State Implementer or local district for more information and assistance.

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.allianceforcsa.org for more information.

[Silvopasture](#) (381)

[Riparian Herbaceous Cover](#) (390)

[Riparian Forest Buffer](#) (391)

[Pasture and Hay Planting](#) (512)

[Tree/Shrub Establishment](#) (612)

DIVERSITY, EQUITY AND INCLUSION

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 qualify for an equity payment valued at 25% of the baseline \$100/unit. Assuming an average practice cost of \$36 per acre, net profit per operation could reach \$14,240 per year. See Page 14 for definitions.

- ▶ 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 Alliance Dashboard or by contacting their local district.

DIVERSITY, EQUITY, AND INCLUSION COMMITTEE

The Diversity, Equity, and Inclusion Committee supports outreach and engagement efforts to ensure 40% enrollment from underserved and underrepresented producers.

The DEI Committee will support outreach to inform their members about the Alliance, including hosting producer meetings focused on outreach, encouraging their members to apply, and informing program design. These organizations have been selected based upon their existing connections with and demonstrated ability to reach underserved and underrepresented producers.



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association



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just. sustainable. vibrant.



UNDERSERVED PRODUCERS

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 grant.

Farmers that operate less than do not qualify as a Historically Underserved Farmer or Rancher but operate **less than five acres** will receive a minimum payment of \$500 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 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

LIMITED RESOURCE OPERATIONS

NOTE: If you qualify as a Limited Resource Producer, you may be eligible for a 100% upfront payment. This will be determined by Virginia Tech and outlined in the Producer Agreement.

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>.

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 and priorities for underserved producers within USDA programs.

DATA REPORTING

All enrolled producers will self-report and self-verify the environmental impact of their installed practice and commodity using COMET-Planner or Field to Market's FieldPrint Platform.

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.

- 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.

■ Arkansas producers installing [Irrigation Water Management, Alternative Wetting and Drying](#) (449) will utilize FieldPrint instead of COMET-Planner for rice conservation practices.

Virginia Tech will select up to 10% of applicants to participate in [COMET-Farm](#).

The [COMET-Farm™ tool](#) is a whole farm and ranch carbon and greenhouse gas accounting system that enables producers to estimate carbon sequestration and greenhouse gas emissions related to annual crop production, livestock, and on-farm energy use.

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.

- If a producer wishes to participate in COMET-Farm, they will opt-in when they apply. They will be notified by Virginia Tech if they are selected. The additional \$1,000 payment will be issued at the conclusion of the producer agreement.
- Producers who participate in COMET-Farm are still required to submit COMET-Planner data.

■ THE ALLIANCE TECHNICAL SPECIALIST IS AVAILABLE TO ASSIST PRODUCERS COMPLETING COMET-FARM.

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 the chosen practices and commodities are appropriate for the operation.
 - Establishing and obtaining farm records is the responsibility of the Producer. The required documents (see Page 10) must be requested from the Farm Service Agency.
 - If a producer does not have a Farm Service Agency farm number, they will need to contact their local Farm Service Agency service center to obtain one. Local offices can be found here: <https://www.farmers.gov/working-with-us/service-center-locator>.

■ Producers with 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 chooses not to enroll or is not selected, they can still access their application on the Alliance Dashboard and are welcome to reapply the following year.

STEP 2: PRODUCER ENROLLMENT

Enrollment and participation requirements for producers enrolled in the Alliance.

ENROLLMENT DECISION

If a producer has been selected to enroll **and** has submitted all required documents, the producer agreement will be issued by Virginia Tech. Producers have (5) business days to sign the agreement.

A producer agreement will **not** be issued until the following have been received:

- ✓ W9
- ✓ Farm Information, including:
 - Farm Map
 - Farm Service Agency farm number(s)
 - Farm Service Agency tract number(s)
- ✓ Subsidiary Print
- ✓ CPA-52 Environmental Evaluation Worksheet, if required

PRODUCER AGREEMENT

The primary applicant and co-applicant will each receive a producer agreement.

The Producer Agreement will include:

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

EXTENSIONS

The (5) day deadline for signing the producer agreement can be extended if a producer is waiting on requested documents from the Farm Service Agency or another partner (e.g. farm records or the CPA-52 Environmental Evaluation Worksheet). Extensions will be handled on a case-by-case basis.

❗ If a Producer chooses not to enroll in the Alliance, the application will be saved on the Alliance Dashboard if they wish to reapply in the future.

STEP 3: PLANNING THE PRACTICE

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

PART ONE: PLANNING THE PRACTICE

- ✓ The producer will complete the Alliance Practice Worksheet, which outlines how the practice will be implemented.

The Producer will complete the Practice Worksheet regardless of whether the practice has been installed. Some practices may require more planning, or the contract may not coincide with the growing season; if 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.

- ✓ If enrolled in a cropland practice, the producer will submit the farm's **shapefile data**, which can be requested from the Farm Service Agency. Shapefile data is required for data collection.

i 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 Alliance Dashboard.

VERIFICATION

- ✓ The district will verify the Practice Worksheet(s) have been completed accurately.
- ✓ At the end of the contract, the producer will verify that the practice has been installed as described.

Once the above steps are complete, the second installment of 25% will be issued to Producer.

TECHNICAL ASSISTANCE

Each State Alliance team will provide technical assistance to help select, install, and verify climate-smart practices.

DISTRICT TECHNICAL ASSISTANCE

Local conservation districts can provide technical assistance for the following:

- ✓ Practice Worksheets
- ✓ CPA-52 Environmental Evaluation Worksheets
- ✓ COMET-Planner, COMET-Farm, FieldPrint Calculator and/or RUSLE2 Data Entry
 - The FieldPrint Calculator is only required for producers in Arkansas implementing [Irrigation Water Management, Alternative Wetting and Drying \(449\)](#)

ALTERNATIVE EVALUATION TOOLS

The following practices in the following counties are unavailable in COMET-Planner, therefore verification and greenhouse gas data collection will require the use of an alternative evaluation tool, determined by the Alliance:

Practice Name (NRCS Practice Code)	State	Counties
Irrigation Water Management, Alternate Wetting and Drying (449)	Arkansas	ALL
Feed Management (592)	ALL	ALL
Silvopasture (381)	Minnesota	ALL
	North Dakota	ALL
	Virginia	· Albemarle · Nelson
	Arkansas	· Arkansas · Craighead · Jefferson · Lincoln
Tree and Shrub Establishment (612)	Minnesota	· East Otter Tail · Wadena

STEP 4: FINAL SUBMISSION

PART TWO: IMPLEMENTING THE PRACTICE

The producer will verify and sign their Practice Worksheet, confirming that the practice has been installed according to the Alliance guidelines.

GREENHOUSE GAS DATA

- ✓ Producer will submit COMET-Planner or FieldPrint reports to the Alliance Dashboard
- ✓ If participating in COMET-Farm, the producer will submit **both** COMET-Planner and COMET-Farm data.

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

Per the terms and conditions of the Producer Agreement, enrolled participants may be asked to provide additional data and/or complete surveys related to greenhouse gas benefits, administered by Virginia Tech faculty.

All project data will remain on the Alliance Dashboard until the grant concludes at the end of 2026.

Once the above steps are complete, the final payment will be released.

PAYMENTS

When a producer completes enrollment, a U.S. Bank Focus Debit Card will be issued. Each producer, including co-applicants, will receive a unique debit card.

U.S. BANK FOCUS CARD

When the enrollment steps are complete, producers will be mailed a U.S. Bank Focus debit card that will be used to load each disbursement along with instructions for activating the card.

The card must be activated to receive funds.

PAYMENT SCHEDULE

Payments will be distributed in three installments over one year. See the next page for more information.

■ Limited Resource Producers will receive 100% payment upfront.

50% PAYMENT	<ul style="list-style-type: none">✓ COMPLETE ALL ENROLLMENT TASKS✓ SIGN PRODUCER AGREEMENT
25% PAYMENT	<ul style="list-style-type: none">✓ COMPLETE PRACTICE WORKSHEET - PLANNING✓ SUBMIT SHAPEFILE DATA Cropland practices only.
25% PAYMENT	<ul style="list-style-type: none">✓ COMPLETE PRACTICE WORKSHEET - IMPLEMENTATION✓ SUBMIT ENVIRONMENTAL IMPACT DATA

YEAR ONE COMPLETE

PAYMENTS

All producer payments will be issued by Virginia Tech.

Virginia Tech confirms receipt of the following:

- ✓ Signed Producer Agreement
- ✓ W9
 - This is required for Virginia Tech to issue producer payments. Virginia Tech will only accept the most recent W9 from the IRS, published in March 2024.
- ✓ Farm Service Agency documents. See Page 11 for more information.
- ✓ CPA-52 Environmental Evaluation Worksheet, if required. See Page 12 for more information.

FIRST PAYMENT

50% of the total payment amount will be released when the above is completed and the U.S. Bank Focus debit card has been activated.

SECOND PAYMENT

The second payment will be released when the Producer has submitted the following:

- ✓ Practice Worksheet – Planned Implementation
 - Producers will submit the Practice Worksheet – Planned Implementation halfway through the contract period, even if the practice has not been fully implemented. See Page 11 for more information.
- ✓ Shapefile Data
 - Required for cropland practices.

FINAL PAYMENT

The final payment will be released when the Producer has submitted the following:

- ✓ Practice Worksheet – Proof of Implementation
- ✓ Environmental Impact Data (e.g. COMET-Planner, COMET-Farm, or FieldPrint)

The final payment confirms that the producer has met all terms and conditions of the producer agreement.

CLIMATE-SMART PRACTICES

The following pages outline the approved climate-smart practices and verification requirements. Qualifying practices have been selected from USDA-NRCS Conservation Practice Standards. All practices will meet approved NRCS standards.

Producers can download the applicable practice worksheets on the Alliance Dashboard. Please contact the State Implementer if technical assistance is needed.

 [ALLIANCE PRACTICE WORKSHEETS](#)

 [APPROVED PRACTICES GUIDE](#)

i Unlike conventional NRCS conservation programs, practices installed under the Alliance do not require official review or certification from an NRCS officer.

CLIMATE-SMART PRACTICES

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).

PRACTICE WORKSHEET

Available at www.allianceforcsa.org.

Alliance Practice Worksheets have been adapted from NRCS Conservation Practice Standard:

[Conservation Crop Rotation \(328\)](#)

COVER CROP (340)

DEFINITION

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

PRACTICE WORKSHEET

Available at www.allianceforcsa.org.

Alliance Practice Worksheets have been adapted from NRCS Conservation Practice Standard:

[Cover Crop \(340\)](#)

CLIMATE-SMART PRACTICES

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.

PRACTICE WORKSHEET

Available at www.allianceforcsa.org.

Alliance Practice Worksheets have been adapted from NRCS Conservation Practice Standard:

[Residue and Tillage Management, No-Till \(329\)](#)

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.

PRACTICE WORKSHEET

Available at www.allianceforcsa.org.

Alliance Practice Worksheets have been adapted from NRCS Conservation Practice Standard:

[Residue and Tillage Management, Reduced Till \(345\)](#)

CLIMATE-SMART PRACTICES

SILVOPASTURE (381)

i CPA-52 REQUIRED.

DEFINITION

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

PRACTICE WORKSHEET

Available at www.allianceforcsa.org.

Alliance Practice Worksheets have been adapted from NRCS Conservation Practice Standard:

[Silvopasture \(381\)](#)

TREE/SHRUB ESTABLISHMENT (612)

i CPA-52 REQUIRED.

DEFINITION

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

PRACTICE WORKSHEET

Available at www.allianceforcsa.org.

Alliance Practice Worksheets have been adapted from NRCS Conservation Practice Standard:

[Tree/Shrub Establishment \(612\)](#)

CLIMATE-SMART PRACTICES

RIPARIAN HERBACEOUS COVER (390)

i CPA-52 REQUIRED.

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.

PRACTICE WORKSHEET

Available at www.allianceforcsa.org.

Alliance Practice Worksheets have been adapted from NRCS Conservation Practice Standard:

[Riparian Herbaceous Cover](#) (390)

RIPARIAN FOREST BUFFER (391)

i CPA-52 REQUIRED.

DEFINITION

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

PRACTICE WORKSHEET

Available at www.allianceforcsa.org.

Alliance Practice Worksheets have been adapted from NRCS Conservation Practice Standard:

[Riparian Forest Buffer](#) (391)

CLIMATE-SMART PRACTICES

PASTURE AND HAY PLANTING (512)

i CPA-52 REQUIRED.

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.

PRACTICE WORKSHEET

Available at www.allianceforcsa.org.

Alliance Practice Worksheets have been adapted from NRCS Conservation Practice Standard:

[Pasture and Hay Planting \(512\)](#)

IRRIGATION WATER MANAGEMENT, ALTERNATIVE WETTING AND DRYING (449)

i ARKANSAS ONLY.

DEFINITION

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

PRACTICE WORKSHEET

Available at www.allianceforcsa.org.

Alliance Practice Worksheets have been adapted from NRCS Conservation Practice Standard:

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

CLIMATE-SMART PRACTICES

PRESCRIBED GRAZING (528)

DEFINITION

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

PRACTICE WORKSHEET

Available at www.allianceforcsa.org.

Alliance Practice Worksheets have been adapted from NRCS Conservation Practice Standard:

[Prescribed Grazing \(528\)](#)

NUTRIENT MANAGEMENT (590)

DEFINITION

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

PRACTICE WORKSHEET

Available at www.allianceforcsa.org.

Alliance Practice Worksheets have been adapted from NRCS Conservation Practice Standard:

[Nutrient Management \(590\)](#)

CLIMATE-SMART PRACTICES

FEED MANAGEMENT (590)

DEFINITION

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

PRACTICE WORKSHEET

Available at www.allianceforcsa.org.

Alliance Practice Worksheets have been adapted from NRCS Conservation Practice Standard:

[Feed Management \(590\)](#)

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