530.143K Business Tools Quick Reference

This document identifies approved business tools, as described in Title 440, General Manual (GM), Part 402, "NRCS Electronic Program Delivery Business Tools," available to clients and NRCS employees to manage applications and contracts for all programs covered in 440-CPM-530.

Farmers.Gov

- Successor to Conservation Client Gateway (CCG) for both NRCS and Farm Service Agency (FSA) <u>clients</u> to provide electronic signatures to NRCS
- Provides online self-service for <u>clients</u> to access USDA programs and assistance

ProTracts

- Manage program applications
  - Hold and sort applications by funding period
  - Interface with FSA software to determine applicant eligibility
  - Record priority from screening tools
- Develop and manage contracts for Agricultural Management Assistance, Conservation Stewardship Program, Environmental Quality Incentives Program, and 2014 Farm Bill Regional Conservation Partnership Program
  - Generate contract documents
  - Generate letters
  - Process payments to participants
- Obtain a variety of programmatic reports

Financial Assistance (FA) Tracker

Provides multiple reports for managing each program and individual contracts

Conservation Assessment and Ranking Tool (CART)

- Allows for program-neutral assessment of resource conditions on producer land units
- Ranks program applications for funding consideration

Conservation Desktop (CD)

- Core conservation delivery tool that integrates all functions of technical and financial assistance
- Contains select applications tool (SAT) that allows States to make and manage program selections
- Replaces Customer Service Toolkit as the mandatory conservation planning tool

Field Office Technical Guide (FOTG)

- Contains conservation practice standards
- Contains technical implementation requirements for all conservation practices

Financial Management Modernization Initiative (FMMI)

Official general ledger system NRCS uses for all obligations and disbursements

Fund Manager

- National and State fund management by program
- Manage funds in State and local subaccounts
- Process national eligibility overrides
- View eligibility data
- Interfaces with ProTracts and FMMI

Document Management System (DMS)

- Required location of critical contract documents
- Secure electronic storage of additional contract documents and personally identifiable information (PII)
- May contain the official case file as determined by the State conservationist

CD Funds Manager

- National and State funds management by program
- Budget current year funds
- Transfer and request funds from all levels
- Integration with FMMI, CART, and ProTracts is planned

Payment Schedule Application (PSA)

Facilitates development and management of payment schedule scenarios

Financial Assistance Programs Division (FAPD) SharePoint Site

Site used by States to submit requests or information using the following lists:
- o Program questions
- o Policy waivers
- o Special payments
- o FAPD eligibility overrides
- o FAPD contact lists
- o Other lists developed for future needs

OneSpan

Third-party software used to receive digital signatures from program participants as allowed for specific forms and contract documents