

530.141G Annual Schedule of Operations Letter

<<Date>>

«Decision_Maker_Common_Name»

«Decision_Maker_Information_Address_Line»

«Decision_Maker_Delivery_Address_Line»

«Decision_Maker_Address_City», «Address_State» «Address_Zip_Code»

Contract #: «Contract_Number»

Dear «Decision_Maker_Common_Name»:

This letter is being sent to remind you of your agreement to implement the following conservation practices or activities in your contract and schedule of operations for the <<Insert Program Name (Acronym)>>:

Practice or Conservation Activity Name / Units Scheduled / Date Scheduled

<<List Practices or Conservation Activities in This Space>>

As stated in the contract, these conservation practices or activities must be implemented by the schedule above to remain in compliance with your contract. If you have conservation practices or activities listed that are behind schedule, or planned items that you may not complete as scheduled, please contact us immediately to discuss your options for maintaining your contract compliance, or what you can do to return to compliant status.

You may contact the Natural Resources Conservation Service (NRCS) to receive technical assistance with implementation of your contract, or you may choose to use a technical service provider (TSP) listed on the NRCS online TSP public site (<https://www.nrcs.usda.gov/wps/portal/nrcs/main/national/programs/technical/tsp/>). If you are interested in using a TSP, you must contact NRCS to confirm the availability of funding for the TSP services and to review the NRCS requirements before the TSP begins any work.

Please notify the office immediately if any of the following have occurred or will occur:

- A need to adjust your schedule of operations, including changes to your operation, management system, land use changes, or enrollment in another program.
- Changes to your banking information that will affect direct deposit of program payments.
- Changes to the distribution of payment shares.
- Changes to the name, membership, or structure of a business entity.
- Loss of control of all or part of the land under contract, such as sale of land or termination of lease.

Note: You must provide notice to the NRCS office within 60 calendar days of any voluntary or involuntary loss of control of any acreage under this contract. This includes any changes to your

ownership structure or corporate form. The notice must specify whether there is an eligible transferee willing to assume the contract responsibilities and include the name of the new producer who will be assuming the contract. Until the modification is approved, the new producer is not a participant and will not receive payment for conservation practices or activities commenced prior to approval of the contract transfer.

You may securely view and interact with your NRCS Conservation Records through www.Farmers.gov. Thank you for your interest and participation in our conservation programs.

Sincerely,

<<Enter DC name>>
District Conservationist