

Instructions For FSA 747

DAIRY DISASTER ASSISTANCE PAYMENT PROGRAM (DDAP-III) APPLICATION

This form is used by dairy producers to apply for disaster assistance payment program benefits. If you have shares in more than one dairy operation, you must submit a separate FSA-747 for each dairy operation. You may apply for multiple years on one form.

Submit the original of the completed form in hard copy or facsimile to the appropriate USDA servicing office.

Customers who have established electronic access credentials with USDA may electronically transmit this form to the USDA servicing office, provided that (1) that customer submitting the form is the only person required to sign the transaction, or (2) the customer has an approved Power of Attorney (Form FSA-211) on file with USDA to sign for other customers for the program and type of transaction represented by this form.

Features for transmitting the form electronically are available to those customers with access credentials only. If you would like to establish online access credentials with USDA, follow the instructions provided at the USDA eForms web site.

Items 1 through 4 are for FSA Use Only

Fld Name / Item No.	Instruction
5A Name of Operation	Enter the name of the dairy operation. A separate FSA-747 must be completed for each operation.
5B Contact Producers Name and Address	Enter Contact producer's name and address, including Zip Code of the contact person for the operation identified in Item 5A.
5C E-mail Address	Enter the email address for the contact person listed in Item 5B in relation to the operation listed in Item 5A. (Optional)
5D Telephone Number	Enter a telephone number including area code for the operation in which the contact person identified in Item 5B can be contacted.
6A Base Period Cow Numbers	Enter the average number of dairy cows milked during each calendar year 2003 and 2004.

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6B Base Period Milk Production	Enter the total annual pounds of production commercially marketed during each calendar year 2003 and 2004.
7A Disaster Year	Enter a check for the applicable year for which the dairy operation wishes to apply. More than one year may be requested; however a declared disaster condition must have occurred in all years that are requested.
7B Average Number of Cows	Enter the average number of dairy cows milked during each applicable calendar year in which benefits are being requested.
7C Annual Marketed Production	Enter the annual commercially marketed production applicable to each calendar year in which benefits are being requested.

Item 8 is for County Office Use Only

Fld Name / Item No.	Instruction
8A Decrease in Production Loss	<p>This entry is used to account for decreases in production that are not the result of the eligible disaster. To determine decreases in production loss for cattle that are sold or leave the herd for reasons unrelated to the disaster, use the following formula:</p> $\frac{(6B \text{ 2003 Production} + 6B \text{ 2004 Production})}{2} = \text{average base period production}$ $\frac{(6A \text{ 2003 Cow Numbers} + 6B \text{ 2004 Cow Numbers})}{2} = \text{average number of cows}$ <p><u>Average base period production</u> = Average lbs./cow/year Average number of cows</p> <p>(Number of cattle sold for non disaster reasons)(Average lbs./cow/year) = Decrease Production Loss Entry (8A)</p> <p>Note: Normal fluctuations in cow numbers during the year are not considered in section 8.</p>
8B Justification for Adjustment	The COF shall document the reason for the adjustments listed in item 8A. Use item 22 for additional space or attach supporting documentation.
8C Increase	This entry is used to account for production that is reduced due to the loss of cows as the result of the eligible disaster. For example, this entry will account

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Production Loss	<p>for lost production from cows that died as the result of excessive heat. Use the formula in 8B to determine the average lbs/cow/year. To determine increases in production loss use the following formula:</p> <p>(Number of cows deceased as result of disaster)x(Average lbs./cow/year)= Increase Production Loss (8C)</p>
8D Justification for Adjustment	The COF shall document the reason for the adjustments listed in item 8C. Use item 22 for additional space or attach supporting documentation.
9 2005 DDAP-II Program	Each producer shall read the certification statement and enter a check in the appropriate box “YES” or “NO” as to whether a previous payment was received under the 2005 Dairy Disaster Assistance Payment Program administered for the Gulf region (AL, AR, FL, LA, MS, NC, SC, TN, and TX).
10 Signature	<p>Each producer shall read the certification statement before signing the FSA-747.</p> <p>If you are mailing or faxing this form, print the form and manually enter the signature of each producer who has a share in the dairy operation identified in Item 5A. If this form is approved for electronic transmission and you have established credentials with USDA to submit forms electronically, use the buttons provided on the form for transmitting the form to the USDA servicing office.</p>
11 Producer’s ID	Each producer signing in Item 10 shall enter the last four digits of their tax identification number. All producers who share in the dairy operation must sign, date, and provide required ID numbers as applicable.
12 Date of Signature	Each producer signing in Item 10 shall enter the date the FSA-747 is signed.
13 Share	Each producer signing in Item 10 shall enter their share of the dairy operation for each applicable year in which benefits are being requested.
14 Payment Refusal	Each producer who signs and completes Items 10 through 13 shall check the applicable box indicating “YES” or “NO” if payment under this application is being accepted or not.

Items 15 through 21 are for FSA Use Only.