Title 440 Conservation Program Contracting Manual
(CSP Contracts only)

512.58(A)(3)

1. All participant requests to **voluntarily** cancel a contract or remove land from a contract must be made to the State Conservationist (STC) in writing and provided to the DC. The participant may request, for the STC's consideration, a waiver or reduction of cost recovery. The Contracting Manual part 512.57 and 512.58 describe the procedure.

    a. Voluntarily means that the contract participant chooses to ask to cancel the contract or have land removed for any of a number of reasons (wants to sell it, wants to cash rent all or a portion to a non-participant etc.)

2. In cases of **involuntary loss of control** (usually as a result of a landlord changing tenants)

    a. If the participant can present to the DC **both** of the following the DC can complete a maintenance modification to cancel a contract or remove land from a contract, without assessment of cost recovery*. Copies of both must be kept in the case file. These modifications will be subject to a 5% spot check for quality assurance, conducted by the Area Office.

        1.) Written notification of loss of control from the current landlord
        and
        2.) A written statement from the participant stating loss of control, describing the land, and requesting its removal from the contract.

    b. If the participant **can not** provide both a.1.) and a.2.) above, the participant must provide to the DC a letter written to the STC describing the situation and requesting that the contract be cancelled or land removed from the contract. The participant may request, for the STC's consideration, a waiver or reduction of cost recovery. The Contracting Manual part 512.57 and 512.58 describe the procedure.

    *Cost recovery may still apply for payments made on land not operated by the participant.

Approved:

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Date