

INTEGRATION INSTRUCTIONS

STEP 1: SIGN UP FOR AGEXPERT FIELD PREMIUM

If you are new to AgExpert, go to their website: [AgExpert Farm Management Software | AgExpert](#) and select *Sign Up* to sign up for a new **Field Premium** account.

- If you are already an AgExpert user, ensure you upgrade to **AgExpert Field Premium (or Bundle)**.
- Existing AgExpert Basic or new AgExpert customers will qualify for 20% off the first year of AgExpert Field Premium or Bundle (**use promo code SWATMAPS at checkout**).

If you have any questions about setting up your AgExpert account, please refer to the AgExpert resources below:

How to Videos:

[FCC AgExpert TV - YouTube](#)

AgExpert Product Support:

1-800-667-7893 (M-F 8am – 7pm ET)

support@fccagexpert.ca

STEP 2: SWAT MAPS DATA INTEGRATION

To complete the data integration, go to *MyFarmConnect* in AgExpert Field and click on SWAT MAPS (Figure 1).

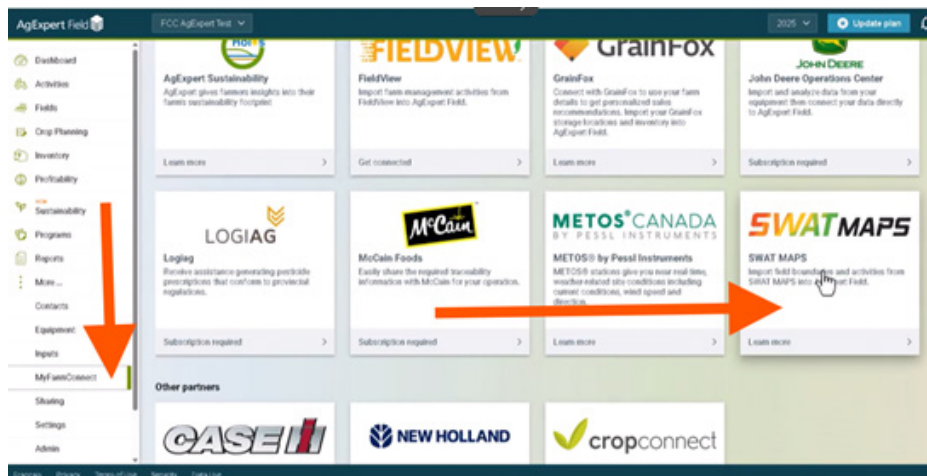


Figure 1. Location of SWAT MAPS integration in AgExpert.

Detailed instructions are shown in this 3 min video: [How to Integrate with SWAT MAPS](#)

STEP 3: APPLY FOR FCC 4R SUSTAINABILITY INCENTIVE

If you have > 50% of your fields mapped with SWAT MAPS, and have existing lending with FCC, you will qualify for FCC's 4R sustainability incentive of **up to \$4,000**. The incentive is calculated as a percentage of your current lending. The amount is calculated as follows:

- Lending amount (LENDING) is value at time of application;
- Incentive amount is 0.005% (50 basis point) of LENDING (up to a maximum of \$4,000)
 - e.g. if LENDING = **\$500,000**, then incentive payment = $0.005 \times 500,000 = \mathbf{\$2,500}$

If you have lending with FCC at the time of application of \$800,000 or greater, you will qualify for the full \$4,000 incentive payment. If your lending is less than \$800,000, then your incentive payment will be less as per the calculation above.

To apply for your sustainability incentive payment, follow the steps below.

STEP 3.1: GO INTO AGEXPERT FIELD >> PROGRAMS >> 4R INCENTIVE PROGRAM

In AgExpert Field, click Programs in the left menu column and then click on the *4R Incentive Program*. Ensure you are in the current crop year (see upper right corner) as shown in Figure 2.



Figure 2. Location of 4R Incentive Program and Crop Year in AgExpert Field.

STEP 3.2: CONFIRM FIELDS ARE SWAT MAPS FIELDS

Scroll down to the section titled *Apply to the program*. Here you will need to confirm how many of your fields are SWAT MAPS mapped fields.

Note: If all your fields in AgExpert Field are SWAT MAPS fields, you can skip this step.

You can modify your fields using the Update 4R crops and fields link at the bottom (see Figure 3).
Remove any fields that are not SWAT MAPS mapped fields.

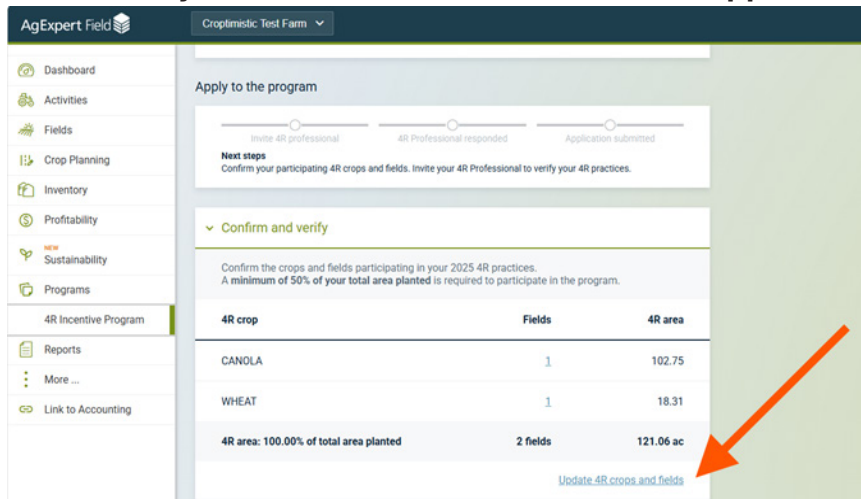


Figure 3. Remove any non SWAT MAPS fields using Update button.

STEP 3.2: INVITE YOUR SWAT MAPS AGRONOMIST

Scroll down to the *Verify your 4R practices* section (Figure 4), check the box, and then click the orange button at the bottom to proceed to the invite window.

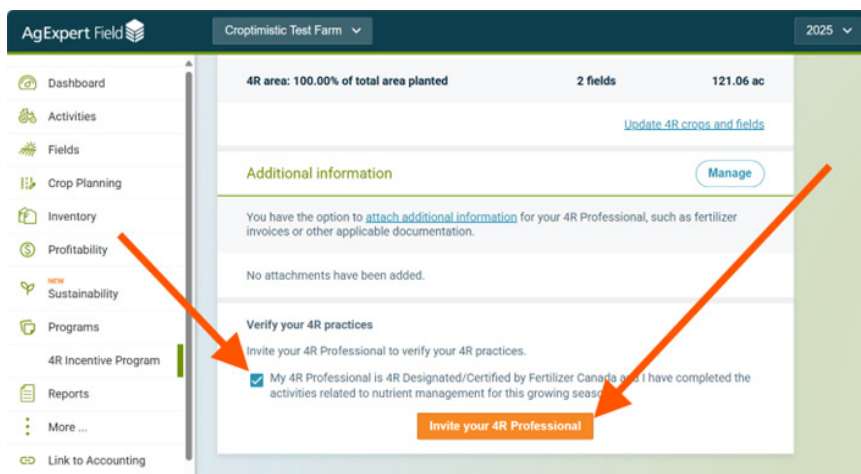


Figure 4. Check box and click link to invite your SWAT MAPS agronomist.

Next you will see a window pop up asking you to *Select 4R Professional* (see Figure 5a). If you are new to this incentive program, you will have to add your SWAT MAPS agronomist using the *Add New* button (Figure 5b). In the next window, add the email and name of your SWAT MAPS agronomist and click *Send Invite* (see Figure 5c).

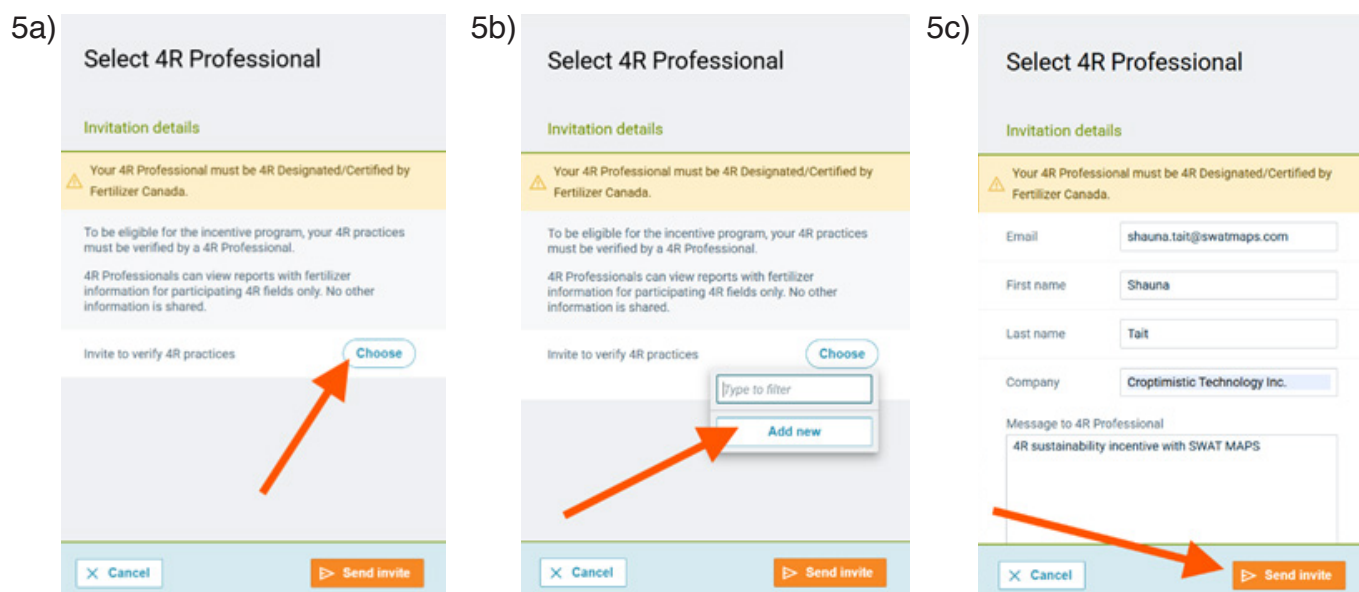


Figure 5. Choose your SWAT MAPS agronomist as your 4R Professional (a) and select ADD NEW (b) if not listed. Add the email and name of your SWAT MAPS agronomist and click SEND INVITE (c).

STEP 3.4: WAIT FOR YOUR SWAT MAPS AGRONOMIST TO RESPOND

Once you have sent the invite, you will see the first bar turn green in your Program window and a note that you are waiting on your agronomist (Figure 6). If your SWAT MAPS agronomist does not respond in a timely fashion, please send a separate email to notify your agronomist to expect an email from AgExpert in case the email ended up in their spam folder. You can resend the invite from this window, if needed.

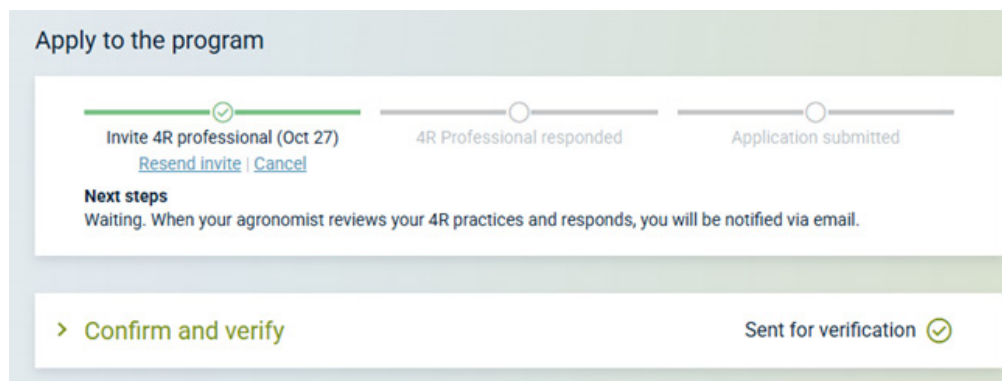


Figure 6. Status of your application should show WAITING.

STEP 3.5: WAIT FOR PAYMENT FROM FCC (MAILED CHEQUE)

Once your SWAT MAPS agronomist has responded to the invite, AgExpert will automatically submit your application to FCC. You can verify that your application has been submitted by reviewing the Program window in AgExpert (see Figure 7). All three progress bars should be green.

If the application is approved, then payment will be sent via mailed cheque and can be expected 4 – 8 weeks following the application date (dependent on Canada Post).

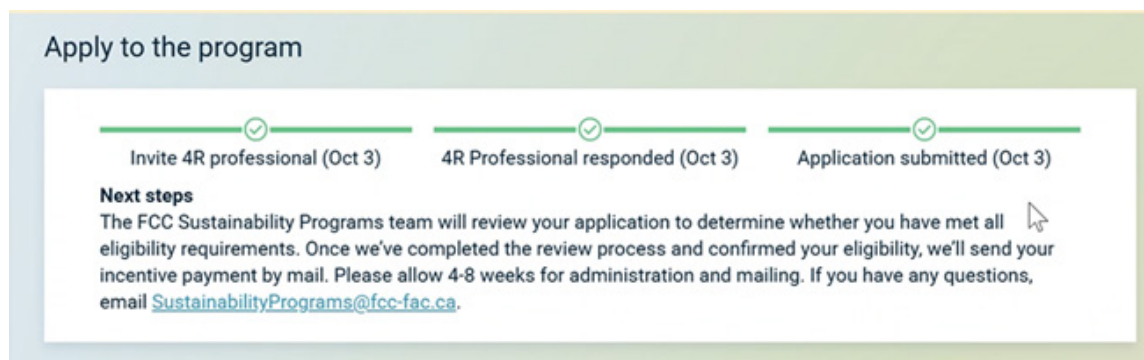


Figure 7. Program details showing application submitted and date of submission.