

UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency  
Washington, DC 20250

**Livestock Disaster Assistance Programs**  
**1-LDAP**

**Amendment 7**

**Approved by:** Deputy Administrator, Farm Programs



**Amendment Transmittal**

**A Background**

Subparagraph 74 A, steps 7 and 16 have been amended to update the web address.

Subparagraph 74 B has been amended to provide an updated example of FSA-926, page 3.

Part 3 has been added to provide procedure for using LIP web-based software.

**Note:** Software is forthcoming.

<b>Page Control Chart</b>		
<b>TC</b>	<b>Text</b>	<b>Exhibit</b>
1-4 5 (add)	2-87 through 2-90 2-93, 2-94 2-117, 2-118 3-1 through 3-84 (add)	1, pages 1, 2 page 3 3, page 1 (add)



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74 FSA-926, Livestock Indemnity Program Third Party Certification

A Completing FSA-926

Complete FSA-926 according to the following table:

Item	Instruction
1	Enter State and County Code. This is the administrative County Office where the participant's farm records are maintained.
2	Enter the calendar year the livestock deaths occurred.  <b>Note:</b> If the deaths occurred in 2 different calendar years as a result of the same adverse weather event, a separate certification must be filed for each calendar year to include only the livestock lost during the calendar year.
3	Enter County Office name and address. This is the administrative County Office where the participant's farm records are maintained.
<b>Part A – Livestock Producer Information</b>	
4	Enter the participant's name and address, including city, State and ZIP code.
<b>Part B – Livestock Producer Certification of Livestock and Losses</b>	
5	Enter the adverse weather events number from FSA-914, item 12.
6	Enter "YES" if the producer in item 4 is a contract grower. Otherwise, enter "NO".
7	Enter livestock kind/type and weight range for which loss occurred, for which no other proof of death is available.  An entry in this field is always required when there is a loss in a particular kind/type and weight range of livestock for which no other proof of death is available.  <b>Note:</b> Livestock by kind, type, and weight range can be obtained from the local *--FSA office or LIP Fact Sheet located at <a href="http://disaster.fsa.usda.gov">http://disaster.fsa.usda.gov</a> .--*

74 FSA-926, Livestock Indemnity Program Third Party Certification (Continued)

A Completing FSA-926 (Continued)

Item	Instruction
8	Enter the total number of livestock, by kind/type and weight range, in inventory at the time the loss occurred for which no other form of proof of death is available.
9	Enter the physical location of livestock in inventory when deaths occurred. Include the name of the county where the livestock were located when the deaths occurred.  <b>Example:</b> Jones County, Texas, farm 100
10	Enter the type of documentation provided to support reasonableness of livestock in inventory when deaths occurred.  Type of records may include but is not limited to:  <ul style="list-style-type: none"> <li>• veterinary records</li> <li>• loan records</li> <li>• farm credit balance sheets</li> <li>• property tax records.</li> </ul>
<b>Part C - Livestock Producer Certification</b>	
11A	Participant or representative of participant signs to indicate that livestock losses have occurred because of an eligible adverse weather event, that no other form of proof of death is available, the number livestock in item 8 were in inventory when the loss occurred, the livestock in inventory were physically located as described in item 9, and all other information provided is true and correct.
11B	Signatory in item 11A shall enter their title/relationship when signing in the representative capacity.  <b>Note:</b> If a participant/applicant is <b>not</b> signing in the representative capacity, this field should be left blank. If a participant/applicant is signing on behalf of themselves, it is acceptable to write “self”; however, it is <b>not</b> necessary.
11C	Participant or participant’s representative enters signature date.

## 74 FSA-926, Livestock Indemnity Program Third Party Certification (Continued)

## A Completing FSA-926 (Continued)

Item	Instruction
<b>Part D – Third Party Certification Information</b>	
12	Enter the name and address including city, State, and ZIP code of the third party.
13	Enter the telephone number of the third party.
14	<p>Enter the affiliation of the third party to the participant. Third party is an independent source such as veterinarian, neighbor or other.</p> <p><b>Note:</b> Third party must be an independent source who is <b>not affiliated</b> with the farming operation such as a hired hand or family member.</p>
<b>Part E – Third Party – Specific Details of Livestock Deaths</b>	
15	<p>Enter specific details about how the third party has knowledge of the animal deaths.</p> <p>Written details should be specific about the knowledge of the animal deaths and could include pictures or other documentation, if available.</p> <p>Written details should also include dates of adverse weather event, type of adverse weather event, and physical location of third party relevant to the location of the participant’s livestock that were lost or participant’s farm.</p>
<b>Part F –Third Party – Certification of Livestock Deaths</b>	
16	<p>Enter the livestock kind/type and weight range of the participant’s livestock that died because of an eligible adverse weather event that the third party has knowledge of.</p> <p><b>Note:</b> Livestock kind/type and weight range can be obtained from the local FSA *--office or LIP Fact Sheet located at <a href="http://disaster.fsa.usda.gov">http://disaster.fsa.usda.gov</a>.*</p>
17	Enter the number of livestock lost because of an eligible adverse weather event, for the specific kind/type and weight range entered in item 16 that the third party has knowledge of.

74 FSA-926, Livestock Indemnity Program Third Party Certification (Continued)

A Completing FSA-926 (Continued)

Item	Instruction
<b>Part G – Third Party Certification of Other Details</b>	
18	Enter any other relevant details related to the livestock deaths the third party is certifying to.
<b>Part H – Third Party Signature Certification</b>	
19A through 19B	After reading the certification, third party signs and dates.
<b>Part I - County Committee Determination</b>	
20 through 24	COC shall review the participant’s and third party’s certification and document their determination by checking “YES” or “NO” to each of the questions in Part I. If “NO”, is checked for any of the questions, COC shall explain their determination in item 25.
25	Enter explanations from items 20 through 24.
26	Enter COC signature.  <b>Note:</b> Only COC can “approve” or “disapprove” a third party certification.
27	Enter date of COC action.
28	Enter a check in “approved” or “disapproved” box.

74 FSA-926, Livestock Indemnity Program Third Party Certification (Continued)

B Example of FSA-926 (Continued)

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<b>FSA-926</b> (07-09-09)		Page 3 of 3
<b>PART I – COUNTY COMMITTEE DETERMINATION</b>		
	YES	NO
20. Documents provided as evidence of livestock inventory are acceptable. If NO, explain in Item 25.		
21. Livestock inventory is reasonable based on documents provided. If NO, explain in Item 25.		
22. Claimed livestock losses are reasonable. If NO, explain in Item 25.		
23. Third party is a reliable source in a position to have knowledge of loss. If NO, explain in Item 25.		
24. Certification of participant and third party meet all requirements. If NO, explain in Item 25.		
25. Comment		
26. COC Signature	27. Date (MM-DD-YYYY)	28. Determination <input type="checkbox"/> Approved <input type="checkbox"/> Disapproved

--\*

## 75 Acting on FSA-914

## A Approving FSA-914

COC or CED must act on all completed and signed FSA-914's submitted.

**Exception:** Only COC has authority to act on (approve or disapprove) FSA-914's submitted that use producer records or third party certification as proof of loss.

**Note:** CED may delegate approval authority to program technicians for routine cases where proof of death is provided according to subparagraph 73 E. Delegation must be documented in the COC minutes.

Program technicians shall **not** be delegated authority to:

- disapprove any FSA-914
- approve any FSA-914 where producer records or third party certification is used to prove loss.

**Important:** DD review of initial applications must be completed according to subparagraph D before applications may be approved or disapproved.

FSA-914 shall be approved or disapproved as certified by the participant. When more than 1 type of livestock is claimed, FSA-914 shall be approved or disapproved based on all livestock claimed. However, COC does have authority to make adjustments to certain information reported on FSA-914 when documentation warrants making adjustments.

**Example:** Jim Brown files FSA-914 that includes 10 adult beef cows reported in item 16 lost because of adverse weather that meet the livestock eligibility requirements and 5 horses lost because of adverse weather that do not meet the livestock eligibility requirements. In this case, COC can enter "0" in item 19, "COC Adjusted Number of Lost Due to Adverse Weather" field of FSA-914 for horses and then approve FSA-914 for the 10 eligible adult beef cows. Jim Brown would be provided appeal rights according to 1-APP for the 5 horses not paid.

**\*--77 FSA-915, Estimated Livestock Indemnity Program (LIP) Loss Calculation Worksheet--\***  
**(Continued)**

**B Completing FSA-915's (Continued)**

Item	Instruction
21	Enter LIP estimated payment amount to be issued by entering the smaller of item 17 or item 20.  <b>Note:</b> For members of general partnerships and joint ventures with permanent TIN's, and legal entities for 2009 and subsequent years, total the LIP estimated payment amounts for all members of the general partnership or joint venture and manually enter the total in item 21 on a summary FSA-915 for the applicable general partnership, joint venture, or legal entity. FSA-915's for the members of the general partnership, joint venture, or legal entity shall be attached to the applicable summary FSA-915.
22a	Preparer of form shall sign.
22b	Preparer of form shall enter title.
22c	Preparer of form shall enter date form is prepared.
23a	Party conducting second party review shall sign form when second party review is complete.
23b	Second party reviewer shall enter date second party review is completed.

77 FSA-915, Estimated Livestock Indemnity Program (LIP) Loss Calculation Worksheet (Continued)

C Example of FSA-915

This form is available electronically.

<b>FSA-915</b> (07-17-09)  <b>U.S. DEPARTMENT OF AGRICULTURE</b> Farm Service Agency  <b>ESTIMATED LIVESTOCK INDEMNITY PROGRAM (LIP) LOSS CALCULATION WORKSHEET</b>	1. Farm Service Agency County Office Name Knox County FSA Office		2. Calendar Year 2009
	3A. Participant Name Sam Jones		
	3B. Member Name (If Applicable)		3C. Member Share (If Applicable)
4. Enter applicable Livestock Kind/Type(s) by Weight Range from Form FSA-914, Item 14.	A. Livestock Kind/Type, Weight Range	B. Livestock Kind/Type, Weight Range	C. Livestock Kind/Type, Weight Range
	Beef, Nonadult, Less Than 400 pounds		
5. Inventory on Date of Adverse Weather Event, (FSA-914, Item 15 or Item 18).	100		
6. Mortality Rate for Applicable Livestock Kind/Type, Weight Range.	3.0%		
7. Loss Threshold (Item 5 x Item 6, round to nearest whole number).	3		
8. Number Lost Due to Normal Mortality (FSA-914, Item 17 or Item 20).	0		
9. Net Loss Threshold (Item 7 minus Item 8. If the result is negative, enter 0).	3		
10. Total Number of Death Losses Due to Adverse Weather (FSA-914, Item 16 or Item 19).	20		
11. Eligible Number of Livestock for Payment (Item 10 minus Item 9. If the result is less than or equal to zero, enter 0 and STOP).	17		
12. Payment Rate for Applicable Livestock Kind/Type and Weight Range.	319.44		
13. Gross Estimated Calculated Payment Amount by Livestock Kind/Type and Weight Range (Item 11 x Item 12). Round to whole dollars.	5,430		
14. Total Gross Estimated Calculated Payment Amount (Total all entries in Item 13).		\$	
15. Other Compensation (Contact Growers)		\$	
16. Other Reductions		\$	
17. Total Net Estimated Calculated Payment Amount Before Payment Limitation (Item 14 minus Item 15 minus Item 16) x (Item 3C, if applicable). If the result is negative, enter 0. Round to whole dollars.		\$ 5,430	
18. Maximum Payment Limitation for Payments Combined under ELAP, LIP, LFP, and SURE.		\$ 100,000	
19. Total Previous Payments Issued Under ELAP, LIP, LFP, and SURE.		\$	
20. Available Payment Limitation (Item 18 minus Item 19).		\$ 100,000	
21. LIP Estimated payment to be Issued. (Enter the smaller of Item 17 or Item 20).		\$ 5,430	
22A. Signature of Preparer		22B. Title of Preparer	22C. Date (MM-DD-YYYY)
23A. Signature of Second Party Reviewer		23B. Date (MM-DD-YYYY)	

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78-90 (Reserved)

**\*--Part 3 LIP Software**

**Section 1 Level II eAuthentication Access**

**91 Accessing LIP Software**

**A Basic Information**

FSA-914 software is intuitive web-based software with a centralized database.

FSA-914's will be updated by FSA employees with level II eAuthentication access.

**B Definitions**

In this part:

- user means FSA employees with level II eAuthentication access, **except** where specifically noted
- home county means the same as administrative county in the web-based environment.--\*

\*--91 Accessing LIP Software

C Accessing LIP Application

To access the LIP Home Page from the FSA Applications Intranet web site at [http://fsaintranet.sc.egov.usda.gov/fsa/FSAIntranet\\_applications.html](http://fsaintranet.sc.egov.usda.gov/fsa/FSAIntranet_applications.html), under “Production Adjustment and Disaster Programs”, CLICK “LIP – Livestock Indemnity Program”.

**Note:** Internet Explorer shall be used when accessing the LIP Home Page.

D LIP Login Screen

After users click “LIP – Livestock Indemnity Program”, users will be prompted with the following Livestock Indemnity Program (LIP) Login Screen. CLICK “LIP Login” to continue.

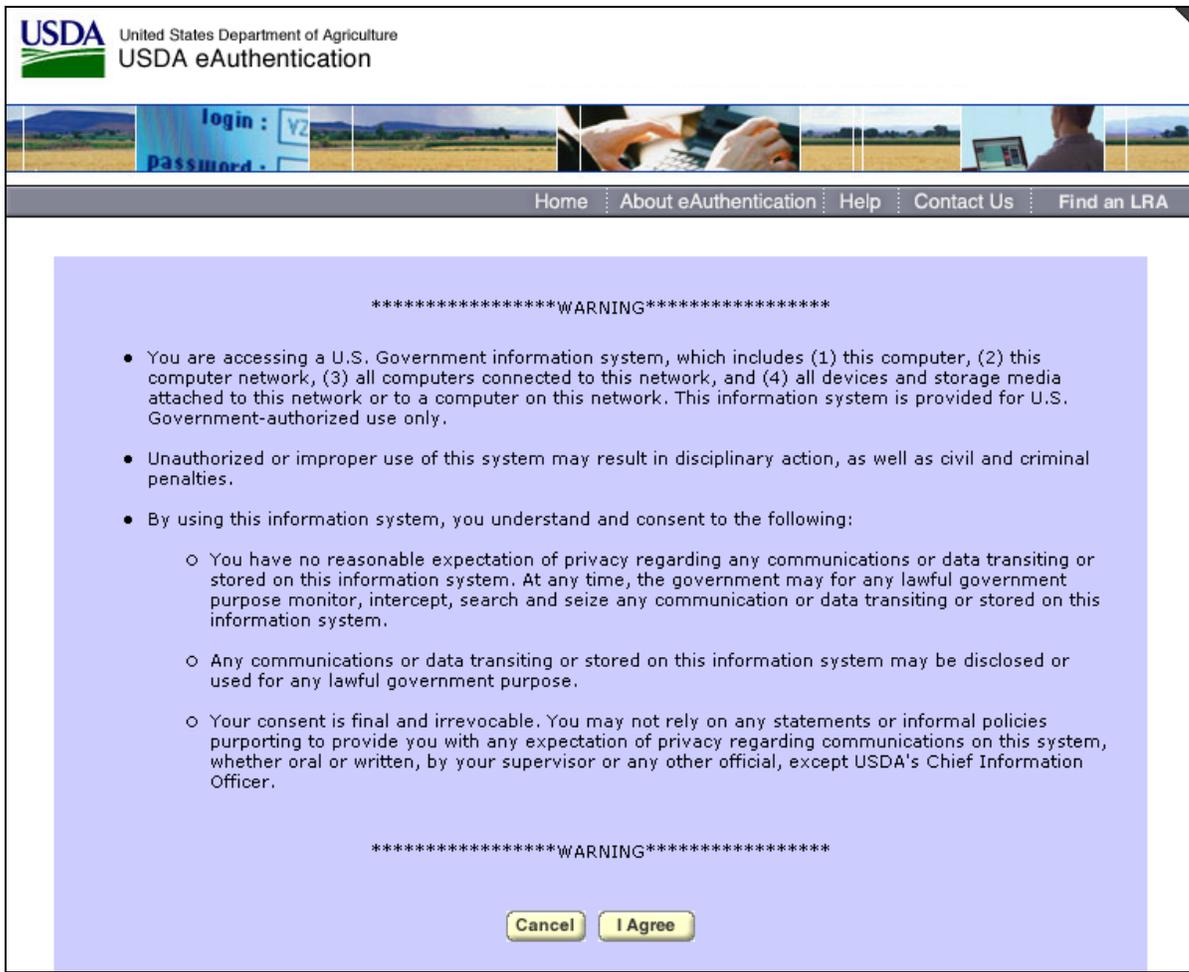


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\*--91 Accessing LIP Software (Continued)

E USDA eAuthentication Warning Screen

After users click “LIP Login”, the following USDA eAuthentication Warning Screen will be displayed. Click “I Agree” to proceed or “Cancel” to end the process.



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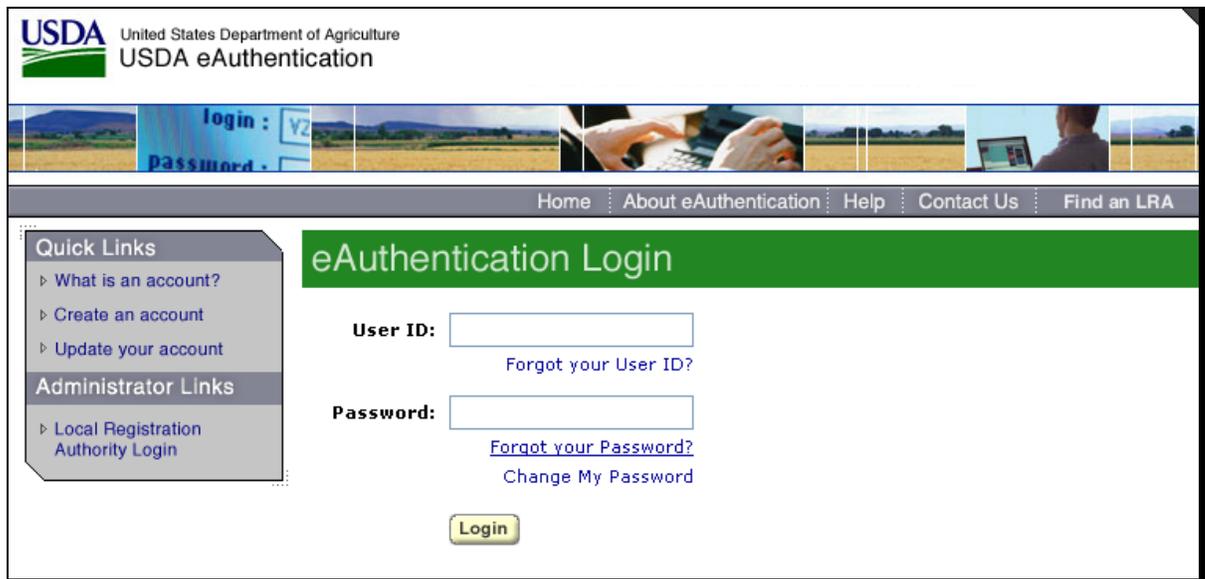
\*--91 Accessing LIP Software (Continued)

**F eAuthentication Login Screen**

On the eAuthentication Login Screen, users must:

- enter user ID
- enter password
- CLICK “**Login**”.

The LIP Main Menu will be displayed.



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**\*--92 LIP Main Menu**

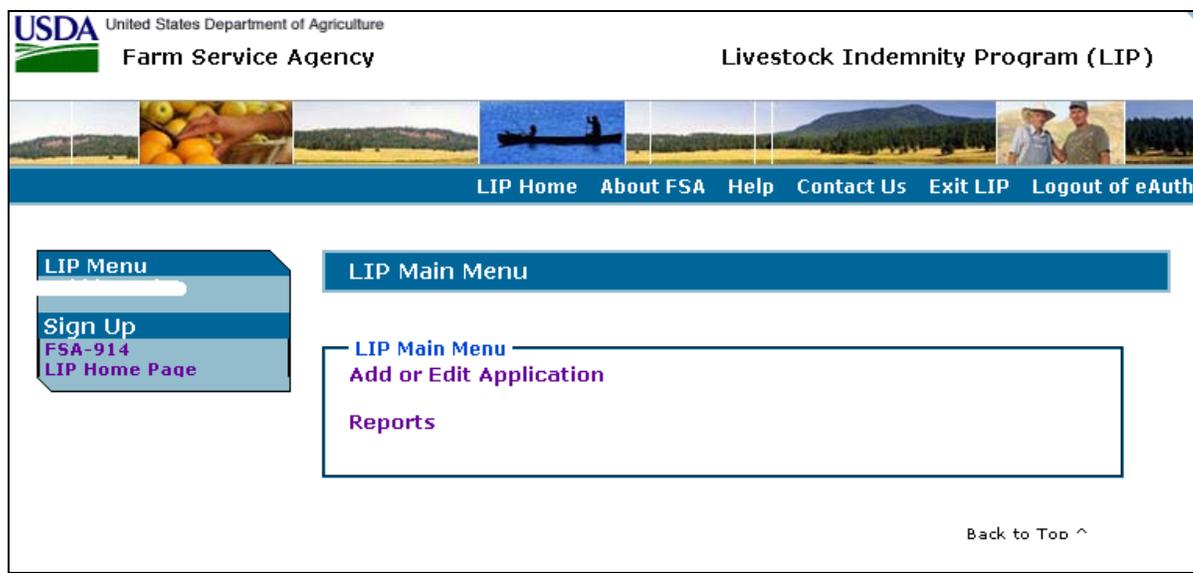
**A Overview**

After user is logged in and has been authenticated, the LIP Main Menu will be displayed. The LIP Main Menu allows the user to do any of the following:

- add FSA-914's
- edit FSA-914's
- view and print reports.

**B Example LIP Main Menu**

Following is an example of the LIP Main Menu.



**C Action**

Following is an explanation of the options available on the LIP Main Menu.

Option	Result
Add or Edit Application	State and County Selection Screen will be displayed.
Reports	LIP Reports Screen will be displayed. See Section 2 for additional information on reports.

--\*

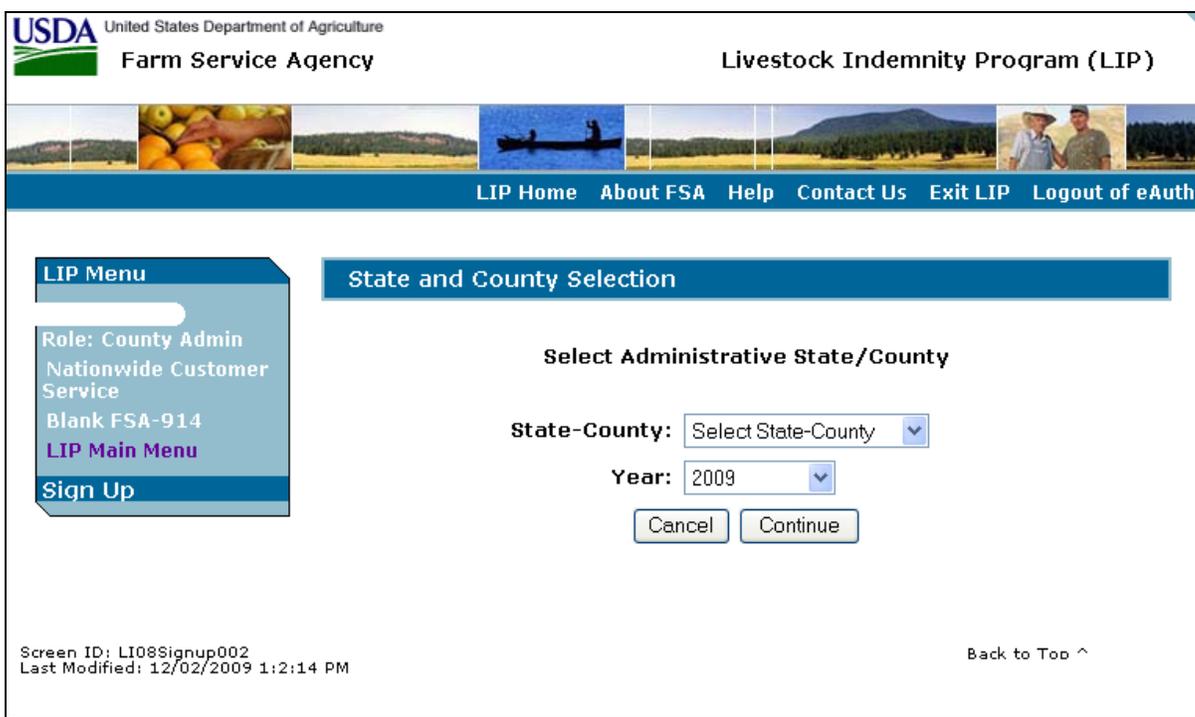
**\*--93 State and County Selection**

**A Overview**

If users click “**Add or Edit Application**” on the LIP Main Menu, the State and County Selection Screen will be displayed. Users must select a State, county, and year to process FSA-914’s in their home counties. Users will also have the option of selecting the “**Nationwide Customer Service**” from left navigation menu on the LIP Main Menu. This provides the ability to take FSA-914’s for a producer from any Service Center nationwide (see paragraph 107 for more information on Nationwide Customer Service access).

**B Example State and County Selection Screen**

Following is an example of the State and County Selection Screen.



**C Action**

User shall use the drop-down menus to select the applicable:

- State/county
- year.

CLICK “**Continue**”, the Producer Search – Application Status Screen will be displayed.--\*

**\*--94 Producer Search – Application Status Screen**

**A Overview**

After users have clicked “Next”, the Producer Search – Application Status Screen will be displayed. The Producer Search – Application Status Screen allows users to:

- add FSA-914’s
- view/print FSA-914’s
- edit existing FSA-914’s
- delete FSA-914’s.

**B Example Producer Search – Application Status Screen**

Following is an example of the Producer Search – Application Status Screen.

The screenshot displays the USDA Farm Service Agency Livestock Indemnity Program (LIP) interface. At the top, it identifies the user as a County Admin and shows search filters for Year: 2008, State: Mississippi, and County: Coahoma. A table lists six producers with their application statuses and provides actions like View/Print, Edit, and Delete for each. A sidebar menu offers options like 'Approve Applications' and 'Electronic Approval Reports'.

Producer	Application Status	Action
Any 1 Producer	Initiated	View/Print Edit Delete
Any 2 Producer	Initiated	View/Print Edit Delete
Any 3 Producer	Approved	View/Print Edit Delete
Any 4 Producer	Initiated	View/Print Edit Delete
Any 5 Producer	Approved	View/Print Edit Delete
Any 6 Producer	Approved	View/Print Edit Delete

--\*

**\*--94 Producer Search – Application Status Screen (Continued)**

**C Action**

To:

- add a new FSA-914, CLICK “**Add/Search**”; the SCIMS Customer Search Screen will be displayed
- view and/or print existing FSA-914, CLICK “**View/Edit**” next to FSA-914 to be viewed and/or printed; FSA-914 will be displayed in a separate window
- edit existing FSA-914, do either of the following:
  - select “**Edit**” next to FSA-914 to be edited; the Part B - Notice of Loss Screen will be displayed (paragraph 95)
  - CLICK “**Search**”; the SCIMS Customer Search Screen will be displayed.
- delete FSA-914, CLICK “**Delete**” next to FSA-914 to be deleted; the Delete Applications Screen will be displayed.--\*

**\*--94 Producer Search – Application Status Screen (Continued)**

**D “Application Status” Column**

The “Application Status” column will be displayed with the status of the producer’s FSA-914, as follows.

<b>If the application status is...</b>	<b>THEN ...</b>
Initiated	FSA-914 has been started, but the producer has <b>not</b> signed FSA-914.
Signed	producer has signed FSA-914, but COC or designee has <b>not</b> approved/disapproved FSA-914.
Approved	COC or designee has approved FSA-914.
Disapproved	COC or designee has disapproved FSA-914.
Deleted	FSA-914 has been deleted.
Suspended	<p>FSA-914 has been placed in a suspended state because of either of the following:</p> <ul style="list-style-type: none"> <li>• changes to basic program data (for example, the removal of a previously eligible adverse weather event)</li> <li>• SCIMS duplicate resolution merges.</li> </ul> <p>Suspended FSA-914’s <b>must</b> be accessed and modified to ensure that the most current data is on FSA-914. A report is available that provides a listing of all suspended FSA-914’s along with the reason for the suspension (see paragraph 106 for additional information).</p> <p><b>Note:</b> A SCIMS duplicate resolution merge will suspend FSA-914’s tied to the merged producers. FSA-914’s tied to the producer that was “kept” will <b>not</b> be suspended. FSA-914’s suspended because of SCIMS duplicate resolution merges do <b>not</b> need to be accessed and modified.</p>

--\*

\*--95 Part B – Notice of Loss Screen

A Example Part B – Notice of Loss Screen

The Part B - Notice of Loss Screen provides the ability to add, edit, and/or delete notices of loss. Following is an example of the Part B – Notice of Loss Screen.

**USDA** United States Department of Agriculture  
**Farm Service Agency** **Livestock Indemnity Program (LIP)**

LIP Home About FSA Help Contact Us Exit LIP Logout of eAuth

**LIP Menu**

- Role: County Admin
- Nationwide Customer Service
- Blank FSA-914
- LIP Main Menu
- Sign Up**
- Approve Applications
- CCC Representative
- Electronic Approval Reports
- LIP Home Page

**Part B - Notice of Loss**

**Year: 2008**      **State: Mississippi**      **County: Coahoma**

Producer: \_\_\_\_\_

**Add Notice Of Loss**

Start Date :       End Date:

**Disaster Event(s)**

Hurricane    Typhoon    Winter Storm    Anthrax    Disease  
 Lightning    Hail    Flood    Blizzard    Wild Fire    Extreme Heat  
 Extreme Cold    Tornado    Earthquake    Tropical Storm

**Notices of Loss**

Notice of Loss Number	Start Date of Occurrence	End Date of Occurrence	Disasters	Actions
1	08/15/2008	08/21/2008	Hurricane	Edit Delete
2	09/15/2008	09/17/2008	Anthrax	Edit Delete

Type of Signature:       Date:

Screen ID: LI08Signup400  
 Last Modified: 11/30/2009 10:50:53 AM Back to Top ^

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\*--95 Part B – Notice of Loss Screen (Continued)

**B Field Descriptions and Actions**

The following table provides the field descriptions and actions for the Part B – Notice of Loss Screen.

Field/Button	Description	Action
Year	Calendar year selected on the State and County Selection Screen will be displayed.	
State	State selected on the State and County Selection Screen will be displayed.	
County	County selected on the State and County Selection Screen will be displayed.	
Producer	Producer for which FSA-914 is being updated will be displayed.	
Producer ID	Last 4 digits of the producer ID for which FSA-914 is being updated will be displayed.	
Start Date	Manual entry of the start date of the disaster event.	Enter start and end dates of the disaster event by either: <ul style="list-style-type: none"> <li>entering the date in mmddyyyy, mmddy, or mm/dd/yyyy format</li> <li>clicking the “calendar” icon.</li> </ul> A start date is always required; however, an end date is <b>not</b> required unless the disaster event continued over multiple days.
End Date	Manual entry of the end date of the disaster event.	
Disaster Event(s)	Manual selection for the disaster events that caused the livestock deaths.	Select 1 or more disaster events that caused the livestock deaths. If disease is selected, another disaster event <b>must</b> be selected.
Save Notice of Loss	Saves the notice of loss to FSA-914. “Save Notice of Loss” must be clicked <b>before</b> continuing.	
Notice of Loss Number	System generated number assigned to the notice of loss.	
Start Date of Occurrence	Start date of the disaster event entered on the notice of loss will be displayed.	
End Date of Occurrence	End date of the disaster event entered on the notice of loss will be displayed.	

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\*--95 Part B – Notice of Loss Screen (Continued)

C Field Descriptions and Actions (Continued)

Field/Button	Description	Action
Disasters	Disaster events selected on the notice of loss will be displayed.	
Actions	Provides the ability to edit or delete a previously entered notice of loss.	
Type of Signature	<p>Manual selection of the type of signature provided by the producer.</p> <p>Applicable signature types are:</p> <ul style="list-style-type: none"> <li>• paper</li> <li>• FAX</li> <li>• e-mail</li> <li>• telephone.</li> </ul>	<p>Signature types shall only be updated after 1 of the following occurs:</p> <ul style="list-style-type: none"> <li>• producer reports the loss by telephone to a County Office employee</li> <li>• producer signs and dates the notice of loss</li> <li>• FAX with the producers signature and date has been received in the County Office</li> <li>• e-mail from the producer has been received in the County Office.</li> </ul>
Date	Manual entry of the date the producer signed, FAXed, or e-mailed the notice of loss.	Enter the date the producer signed, FAXed, or e-mailed the notice of loss in mmddyyyy, mmddy, or mm/dd/yyyy format.
Back	The Producer Search – Application Status Screen will be displayed (paragraph 94).	
Save and Exit	<p>Saves notice of loss information only. Click <b>“Save and Exit”</b> if the producer only provides notice of loss data and no other FSA-914 data.</p> <p>Application Confirmation Screen will be displayed (paragraph 96).</p>	
Save and Continue	The Part C – Livestock Location & Producers Screen will be displayed (paragraph 97).	
Cancel	<p>FSA-914 will be cancelled and the LIP Main Menu will be displayed (paragraph 93).</p> <p>All data saved on FSA-914 up to this point will be saved.</p>	

--\*

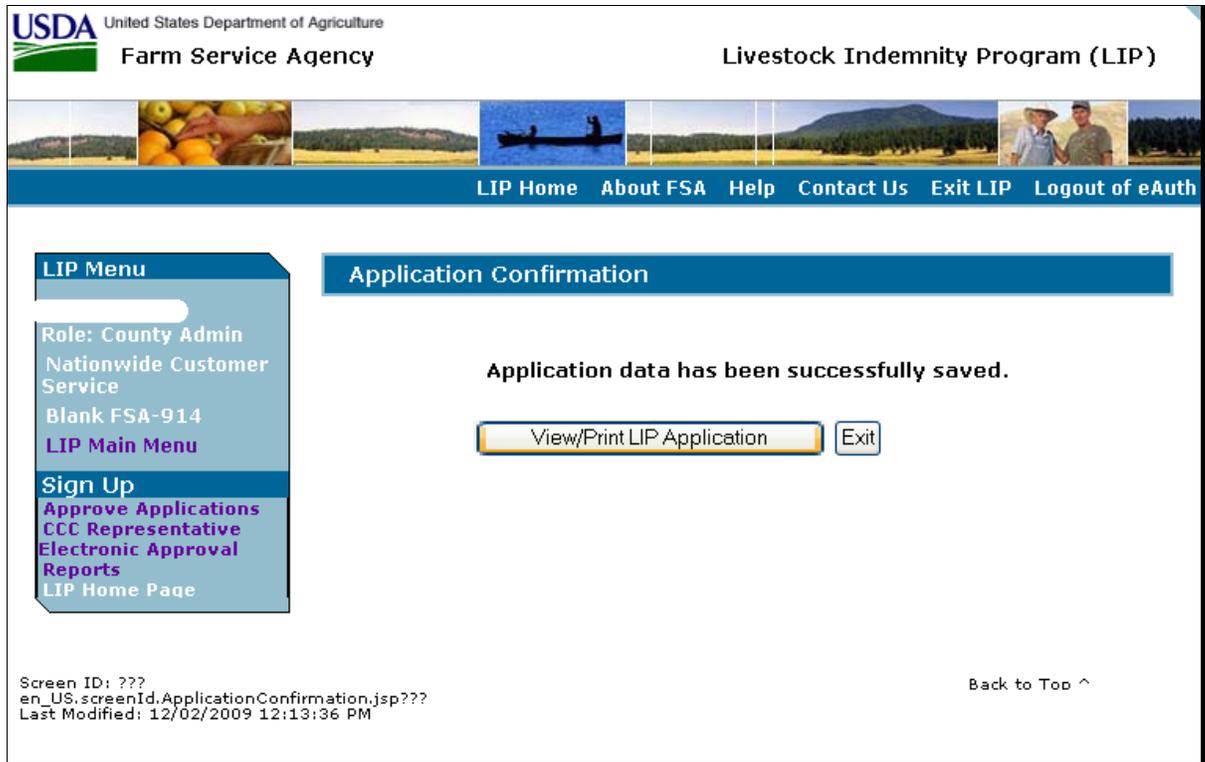
**\*--96 Application Confirmation Screen**

**A Overview**

The Application Confirmation Screen provides users the ability to view and/or print FSA-914.

**B Example Application Confirmation Screen**

Following is an example of the Application Confirmation Screen.



**C Actions**

To view and or print FSA-914, CLICK “**View/Print LIP Application**”; FSA-914 will be displayed in a separate window. FSA-914 will contain only data that has been entered into the system as of the date it is being printed.--\*

\*--97 Part C – Livestock Location & Producers Screen

A Overview

The Part C – Livestock Location & Producers Screen provides users the ability to enter:

- where the claimed livestock were physically located when they died
- the current physical location of the livestock in inventory
- other producers with an ownership interest in the livestock.

B Example Part C – Livestock Location & Producers Screen

Following is an example of the Part C – Livestock Location & Producers Screen.

USDA United States Department of Agriculture  
Farm Service Agency

Livestock Indemnity Program (LIP)

LIP Home About FSA Help Contact Us Exit LIP Logout of eAuth

**LIP Menu**

- Role: County Admin
- Nationwide Customer Service
- Blank FSA-914
- LIP Main Menu
- Sign Up**
- Approve Applications
- CCC Representative
- Electronic Approval Reports
- LIP Home Page

**Part C - Livestock Location & Producers**

Year: 2008 State: Mississippi County: Coahoma

Producer:

Where were the claimed livestock physically located at the time they died?

Where is the current physical location of the livestock in inventory?

List other producers with an ownership share of livestock listed and their share.

Back Save and Continue Cancel

Screen ID: LI08Signup820  
Last Modified: 12/01/2009 12:25:18 PM

Back to Top ^

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## \*--97 Part C – Livestock Location &amp; Producers Screen (Continued)

## C Field Descriptions and Actions

The following table provides the field descriptions and actions for the Part C – Livestock Location & Producers Screen.

Field/Button	Description	Action
Year	Calendar year selected on the State and County Selection Screen will be displayed.	
State	State selected on the State and County Selection Screen will be displayed.	
County	County selected on the State and County Selection Screen will be displayed.	
Producer	Producer for which FSA-914 is being updated will be displayed.	
Producer ID	Last 4 digits of the producer ID for which FSA-914 is being updated will be displayed.	
Where were the claimed livestock physically located at the time they died?	Free form entry.	Enter the physical location of the livestock at the time they died. If there are multiple locations, enter each location separated by a comma. Entry is <b>required</b> .
Where is the current physical location of the livestock in inventory?	Free form entry.	Enter the current physical location of the livestock in inventory. If there are multiple locations, enter each location separated by a comma. Entry is <b>required</b> .
List other producers with an ownership share of livestock listed and their share.	Free form entry.	Enter other producers that have an ownership share of the livestock along with that producers share. If there are multiple producers, enter each producer separated by a comma. Entry is <b>not</b> required.
Back	The Part B – Notice of Loss Screen will be displayed (paragraph 95).	
Save and Continue	Part D – Livestock Information Screen will be displayed (paragraph 98).	
Cancel	FSA-914 will be cancelled and the LIP Main Menu will be displayed (paragraph 93).  All data saved on FSA-914 up to this point will be saved.	

--\*

\*--98 Part D - Livestock Information Screen

A Overview

The Part D - Livestock Information Screen provides the ability to:

- enter new livestock deaths
- modify existing livestock death information
- delete existing livestock death information.

B Example Part D - Livestock Information Screen

Following is an example of the Part D - Livestock Information Screen.

USDA United States Department of Agriculture  
Farm Service Agency Livestock Indemnity Program (LIP)

LIP Home About FSA Help Contact Us Exit LIP Logout of eAuth

**LIP Menu**

- Role: County Admin
- Nationwide Customer Service
- Blank FSA-914
- LIP Main Menu
- Sign Up
- Approve Applications
- CCC Representative
- Electronic Approval Reports
- LIP Home Page

**Part D - Livestock Information**

Year: 2008 State: Mississippi County: Coahoma

Producer:

Add Livestock not previously recorded

Add Losses for previously recorded livestock

Notice of Loss Number	Contract Grower	Livestock Kind/Type and Weight Range	Beginning or Additional Purchase Inventory	Number Lost due to Adverse Weather	Number Lost due to Normal Mortality	Action
1	yes	Chickens Layers/Roasters	18	2	1	Edit Delete
1	no	COC Use Only Ducks Ducklings COC Use Only	83	14		Edit Delete

Back Continue Cancel

Screen ID: LI08Signup800  
Last Modified: 11/13/2009 2:4:16 PM Back to Top ^

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\*--98 Part D - Livestock Information Screen (Continued)

**C Field Descriptions and Actions**

The following table provides the field descriptions and actions for the Part D - Livestock Information Screen.

<b>Field/Button</b>	<b>Description</b>	<b>Action</b>
Year	Calendar year selected on the State and County Selection Screen will be displayed.	
State	State selected on the State and County Selection Screen will be displayed.	
County	County selected on the State and County Selection Screen will be displayed.	
Producer	Producer for which FSA-914 is being updated will be displayed.	
Producer ID	Last 4 digits of the producer ID for which FSA-914 is being updated will be displayed.	
Add Livestock Not Previously Recorded	Add Livestock Not Previously Recorded Screen (paragraph 99) will be displayed.	<p>This option shall only be used for:</p> <ul style="list-style-type: none"> <li>loading losses for livestock kinds, types, and weight ranges not already recorded on FSA-914</li> <li>additional purchases of livestock kinds, types, and weight ranges already recorded on FSA-914.</li> </ul>
Add Losses for Previously Recorded Livestock	Add Livestock for Previously Recorded Livestock Screen (paragraph 100) will be displayed.	<p>This option shall only be used for:</p> <ul style="list-style-type: none"> <li>loading subsequent losses for livestock kinds, types, and weight ranges already recorded on FSA-914</li> <li>changes in weight ranges for livestock kinds, types, and weight ranges already recorded on FSA-914.</li> </ul>

--\*

\*--98 Part D - Livestock Information Screen (Continued)

C Field Descriptions and Actions (Continued)

Field/Button	Description	Action
Notice of Loss Number	If livestock deaths have been previously recorded, the system-generated notice of loss number applicable to the livestock death listed will be displayed.	
Contract Grower	If livestock deaths have been previously recorded, whether the livestock listed is contract grower livestock will be displayed.	
Livestock Kind/Type and Weight Range	If livestock deaths have been previously recorded, the livestock kind, type, and weight range of the livestock that died will be displayed.	
Beginning or Additional Purchase Inventory	If livestock deaths have been previously recorded, the inventory of the livestock that died will be displayed.	
Number Lost Due to Adverse Weather	If livestock deaths have been previously recorded, the number of livestock lost because of adverse weather will be displayed.	
Number Lost Due to Normal Mortality	If livestock deaths have been previously recorded, the number of livestock lost because of normal mortality will be displayed.	
Action	Provides the ability to edit or delete a previously recorded livestock death.	
Back	The Part C – Livestock Location & Producers Screen will be displayed (paragraph 97).	
Continue	The Part E & F – Documentation of Purchase and Loss Screen will be displayed (paragraph 101).	
Cancel	FSA-914 will be cancelled and the LIP Main Menu will be displayed (paragraph 93).  All data saved on FSA-914 up to this point will be saved.	

--\*

**\*--99 Add Livestock Not Previously Recorded Screen**

**A Overview**

The Add Livestock Not Previously Recorded Screen provides the ability to load livestock losses for a livestock kind, type, and weight range that was not previously recorded on FSA-914. The Add Livestock Not Previously Recorded Screen shall be used for:

- loading losses for livestock kinds, types, and weight ranges not already recorded on FSA-914
- additional purchases of livestock kinds, types, and weight ranges already recorded on FSA-914.

**B Example Add Livestock Not Previously Recorded Screen**

Following is an example of the Add Livestock Not Previously Recorded Screen.

The screenshot displays the 'Add Livestock not previously recorded' screen within the USDA Farm Service Agency Livestock Indemnity Program (LIP). The page features a blue header with the USDA logo and 'United States Department of Agriculture Farm Service Agency' on the left, and 'Livestock Indemnity Program (LIP)' on the right. A navigation bar below the header contains links: LIP Home, About FSA, Help, Contact Us, Exit LIP, and Logout of eAuth. On the left side, there is a 'LIP Menu' sidebar with options like 'Role: County Admin', 'Nationwide Customer Service', 'Blank FSA-914', 'LIP Main Menu', 'Sign Up', 'Approve Applications', 'CCC Representative', 'Electronic Approval Reports', and 'LIP Home Page'. The main content area is titled 'Add Livestock not previously recorded' and includes the following fields and options:

- Year:** 2008
- State:** Mississippi
- County:** Coahoma
- Producer:** (empty field)
- Save Loss** section:
  - Kind:** Select Kind (dropdown menu)
  - Type/Weight Range at Loss:** Select Type/Weight Range (dropdown menu)
  - Notice of Loss:** Select Notice of Loss (dropdown menu)
  - Adjustments (COC Use Only):**
    - Beginning or Additional Purchase Inventory: [input field]
    - Loss due to Adverse Weather Event: [input field]
    - Loss due to Normal Mortality: [input field]
  - Contract Grower:**  Yes  No
- Buttons: Save Loss, Cancel

At the bottom left, it shows 'Screen ID: LI08Signup200' and 'Last Modified: 12/03/2009 3:8:20 PM'. At the bottom right, there is a 'Back to Top' link. The page ends with a '--\*' symbol.

\*--99 Add Livestock Not Previously Recorded Screen (Continued)

C Field Descriptions and Actions

The following table provides the field descriptions and actions for the Add Livestock Not Previously Recorded Screen.

Field/Button	Description	Action	
Year	Calendar year selected on the State and County Selection Screen will be displayed.		
State	State selected on the State and County Selection Screen will be displayed.		
County	County selected on the State and County Selection Screen will be displayed.		
Producer	Producer for which FSA-14 is being updated will be displayed.		
Producer ID	Last 4 digits of the producer ID for which FSA-914 is being updated will be displayed.		
Kind	Manual selection.	Select the kind of livestock from the drop-down menu.	
Type/Weight Range at Loss	Manual selection.	Select the type and weight range from the drop-down menu.	
Notice of Loss	Manual selection.	Select the notice of loss applicable to the livestock loss.	
Beginning or Additional Purchase Inventory	Manual entry.	<b>IF the loss being entered is...</b>	<b>THEN enter the...</b>
		for a livestock kind, type, and weight range not already recorded on FSA-914	total number of livestock in inventory on the beginning date of the adverse weather event entered on the notice of loss (see paragraph 76, item 15 for additional information).  <b>Note:</b> If a producer does not have a 100 percent ownership interest in the livestock, the beginning or additional purchase inventory must be prorated based on the producer's share.

--\*

\*--99 Add Livestock Not Previously Recorded Screen (Continued)

C Field Descriptions and Actions (Continued)

Field/Button	Description	Action	
Beginning or Additional Purchase Inventory (Continued)	Manual entry.	<p><b>IF the loss being entered is...</b></p> <p>for an additional purchase of a livestock kind, type, and weight range already recorded on FSA-914</p>	<p><b>THEN enter the...</b></p> <p>number of livestock that were purchased after the initial loss for that kind, type, and weight range (see paragraph 76, item 15 for additional information).</p> <p><b>Note:</b> If a producer does not have a 100 percent ownership interest in the livestock, the beginning or additional purchase inventory must be prorated based on the producer's share.</p>
COC Adjusted Beginning or Additional Purchase Inventory	Manual entry.	<p>COC shall enter the adjusted beginning or additional purchase inventory, if applicable.</p> <p><b>Note:</b> An entry is only required when COC determines an inventory different than the inventory certified to by the producer.</p>	
Loss Due to Adverse Weather Event	Manual entry.	<p>Enter number of livestock that died because of the adverse weather event entered on the notice of loss (see paragraph 76, item 16 for additional information).</p> <p>An entry in this field is <b>required</b>.</p> <p><b>Note:</b> If a producer does not have a 100 percent ownership interest in the livestock, the loss must be prorated based on the producer's share.</p>	
COC Adjusted Loss Due to Adverse Weather Event	Manual entry.	<p>COC shall enter the adjusted number of livestock lost because of an eligible adverse weather event, if applicable.</p> <p><b>Note:</b> An entry is only required when COC determines the number of eligible livestock lost because of an eligible adverse weather event is different than the number of livestock certified to by the producer as lost because of the eligible adverse weather event.</p>	

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\*--99 Add Livestock Not Previously Recorded Screen (Continued)

C Field Descriptions and Actions (Continued)

Field/Button	Description	Action
Loss Due to Normal Mortality	Manual entry.	<p>Enter the number of livestock that died because of normal mortality on or before the adverse weather event entered on the notice of loss.</p> <p>An entry in this field is <b>not</b> required.</p> <p><b>Note:</b> If a producer does not have a 100 percent ownership interest in the livestock, the loss must be prorated based on the producer’s share.</p>
COC Adjusted Loss Due to Normal Mortality	Manual entry.	<p>COC shall enter the adjusted number of livestock lost because of normal mortality, if applicable.</p> <p><b>Note:</b> An entry is only required when COC determines the number of livestock lost because of normal mortality is different than the number of livestock certified to by the producer as lost because of normal mortality.</p>
Contract Grower	Manual selection.	<p>Select “Yes” if the producer is a contract grower of the selected livestock, “No” if the producer is not a contract grower of the selected livestock.</p>
Save Loss	<p>Saves the livestock loss information to FSA-914 and the Part D – Livestock Information Screen will be displayed. Users <b>must</b> CLICK “Save Loss” <b>before</b> continuing or the livestock loss will not be saved to FSA-914.</p>	
Cancel	<p>FSA-914 will be cancelled and the Part D – Livestock Information Screen will be displayed (paragraph 98).</p> <p>All data saved on FSA-914 up to this point will be saved.</p>	

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**\*--100 Add Losses for Previously Recorded Livestock Screen**

**A Overview**

The Add Losses for Previously Recorded Livestock Screen provides the ability to load livestock losses for a livestock kind, type, and weight range that was previously recorded on FSA-914. The Add Losses for Previously Recorded Livestock Screen shall be used for:

- loading subsequent losses for livestock kinds, types, and weight ranges already recorded on FSA-914
- changes in weight ranges for livestock kinds, types, and weight ranges already recorded on FSA-914.

**B Example Add Losses for Previously Recorded Livestock Screen**

Following is an example of the Add Losses for Previously Recorded Livestock Screen.

The screenshot displays the USDA Farm Service Agency Livestock Indemnity Program (LIP) interface. At the top, the USDA logo and 'United States Department of Agriculture' are visible, along with the 'Farm Service Agency' and 'Livestock Indemnity Program (LIP)' text. A navigation bar includes links for 'LIP Home', 'About FSA', 'Help', 'Contact Us', 'Exit LIP', and 'Logout of eAuth'. The main content area is titled 'Add Losses for previously recorded livestock'. It shows the following information: Year: 2008, State: Mississippi, County: Coahoma, and Producer: [blank]. Below this is a 'Save Loss' section with several dropdown menus: Kind (Select Kind), Original Type/Weight Range (Select Type/Weight Range), Type/Weight Range at Loss (Select Type/Weight Range), and Notice of Loss (Select Notice of Loss). There is also an 'Adjustments (COC Use Only)' section with input fields for 'Loss due to Adverse Weather Event' and 'Loss due to Normal Mortality', and radio buttons for 'Contract Grower' (Yes/No). 'Save' and 'Cancel' buttons are at the bottom of the form. A footer contains 'Screen ID: LI08Signup200' and 'Last Modified: 12/15/2009 2:1:37 PM'.

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**\*--100 Add Losses for Previously Recorded Livestock Screen (Continued)**

**C Field Descriptions and Actions**

The following table provides the field descriptions and actions for the Add Losses for Previously Recorded Livestock Screen.

<b>Field/Button</b>	<b>Description</b>	<b>Action</b>
Year	Calendar year selected on the State and County Selection Screen will be displayed.	
State	State selected on the State and County Selection Screen will be displayed.	
County	County selected on the State and County Selection Screen will be displayed.	
Producer	Producer for which FSA-914 is being updated will be displayed.	
Producer ID	Last 4 digits of the producer ID for which FSA-914 is being updated will be displayed.	
Kind	Manual selection.	Select the kind of livestock from the drop-down menu.
Original Type/Weight Range	Manual selection.	Select the type and weight range that was recorded for the previous loss from the drop-down menu.
Type/Weight Range at Loss	Manual selection.	Select the type and weight range at the time of loss from the drop-down menu.  <b>Note:</b> If there was not a change in weight range, select the same type/weight range as was selected in the drop-down menu for Original Type/Weight Range.
Notice of Loss	Manual selection.	Select notice of loss applicable to the livestock loss.
Loss Due to Adverse Weather Event	Manual entry.	Enter number of livestock that died because of the adverse weather event entered on the notice of loss (see paragraph 76, item 16 for additional information).  An entry in this field is <b>required</b> .  <b>Note:</b> If a producer does not have a 100 percent ownership interest in the livestock, the loss must be prorated based on the producer's share.

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**\*--100 Add Losses for Previously Recorded Livestock Screen (Continued)**

**C Field Descriptions and Actions (Continued)**

<b>Field/Button</b>	<b>Description</b>	<b>Action</b>
COC Adjusted Loss Due to Adverse Weather Event	Manual entry.	COC shall enter the adjusted number of livestock lost because of an eligible adverse weather event, if applicable.  <b>Note:</b> An entry is only required when COC determines the number of eligible livestock lost because of an eligible adverse weather event is different than the number of livestock certified to by the producer as lost because of the eligible adverse weather event.
Loss Due to Normal Mortality	Manual entry.	Enter number of livestock that died because of normal mortality on or before the adverse weather event entered on the notice of loss.  An entry in this field is <b>not</b> required.  <b>Note:</b> If a producer does not have a 100 percent ownership interest in the livestock, the loss must be prorated based on the producer’s share.
COC Adjusted Loss Due to Normal Mortality	Manual entry.	COC shall enter the adjusted number of livestock lost because of normal mortality, if applicable.  <b>Note:</b> An entry is only required when COC determines the number of livestock lost because of normal mortality is different than the number of livestock certified to by the producer as lost because of normal mortality.
Contract Grower	Manual selection.	Select “Yes” if the producer is a contract grower of the selected livestock, “No” if the producer is not a contract grower of the selected livestock.
Save	Saves the livestock loss information to FSA-914 and the Part D – Livestock Information Screen will be displayed. Users <b>must</b> CLICK “Save” <b>before</b> continuing or the livestock loss will not be saved to FSA-914.	
Cancel	FSA-914 will be cancelled and the Part D – Livestock Information Screen will be displayed (paragraph 98).  All data saved on FSA-914 up to this point will be saved.	

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**\*--101 Part E & F – Documentation of Purchase and Loss Screen**

**A Overview**

The Part E & F – Documentation of Purchase and Loss Screen provides the ability to load the type of supporting documentation that was provided by the producer to verify beginning inventory and livestock losses.

**B Example Part E & F – Documentation of Purchase and Loss Screen**

Following is an example of the Part E & F – Documentation of Purchase and Loss Screen.

The screenshot shows the USDA Farm Service Agency Livestock Indemnity Program (LIP) interface. At the top, the USDA logo and 'United States Department of Agriculture Farm Service Agency' are on the left, and 'Livestock Indemnity Program (LIP)' is on the right. A navigation bar contains links: LIP Home, About FSA, Help, Contact Us, Exit LIP, and Logout of eAuth. Below this is a banner with agricultural images. The main content area is titled 'Part E&F - Documentation of Purchase and Loss'. It displays the following information:

- Year:** 2008
- State:** Mississippi
- County:** Coahoma
- Producer:** (field)

There is an 'Add Documentation' section with the following fields:

- Documentation Type:** Select Type (dropdown menu)
- Livestock Count:** (input field)
- Description:** (input field)
- Buttons:** Save, Cancel

Below this is a 'Documentation' table:

Documentation of Loss	Livestock Count	
Rendering Receipt	14	<a href="#">Edit</a> <a href="#">Delete</a>

At the bottom of the main content area are three buttons: Back, Continue, and Cancel. In the footer, the screen ID is 'LI08Signup500', the last modified date is '12/02/2009 11:30:19 AM', and there is a 'Back to Top ^' link.

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**\*--101 Part E & F – Documentation of Purchase and Loss Screen (Continued)**

**C Field Descriptions/Actions**

The following table provides the field descriptions and actions for the Part E & F – Documentation of Purchase and Loss Screen.

<b>Field/Button</b>	<b>Description</b>	<b>Action</b>
Year	Calendar year selected on the State and County Selection Screen will be displayed.	
State	State selected on the State and County Selection Screen will be displayed.	
County	County selected on the State and County Selection Screen will be displayed.	
Producer	Producer for which FSA-914 is being updated will be displayed.	
Producer ID	Last 4 digits of the producer ID for which FSA-914 is being updated will be displayed.	
Documentation Type	Manual selection.	Select from the following: <ul style="list-style-type: none"> <li>• beginning inventory</li> <li>• loss.</li> </ul> Entry of at least 1 record for both documentation types is <b>required</b> .
Livestock Count	Manual entry.	Enter number of livestock applicable to the documentation that was provided by the producer.
Description	Manual entry.	Enter a free-form description of the type of documentation that was provided by the producer (see paragraph 73 for examples of acceptable documentation).

--\*

\*--101 Part E & F – Documentation of Purchase and Loss Screen (Continued)

C Field Descriptions/Actions (Continued)

Field/Button	Description	Action
Save	Saves the documentation information to FSA-914. Users <b>must</b> CLICK “Save” <b>before</b> continuing or the documentation information will <b>not</b> be added to FSA-914.	
Documentation of Loss	Free-form description that was entered as documentation to verify losses will be displayed.	
Livestock Count	Number of livestock that was entered as being applicable to the documentation to verify losses will be displayed.	
Action	Provides the ability to edit or delete previously recorded documentation to verify losses.	
Documentation of Beginning Inventory	Free-form description that was entered as documentation to verify beginning inventory will be displayed.	
Livestock Count	Number of livestock that was entered as being applicable to the documentation to verify beginning inventory will be displayed.	
Action	Provides the ability to edit or delete previously recorded documentation to verify beginning inventory.	
Back	The Part D - Livestock Information Screen will be displayed (paragraph 98).	
Continue	The Producer Summary Screen will be displayed (paragraph 102).	
Cancel	FSA-914 will be cancelled and the LIP Main Menu will be displayed (paragraph 93).  All data saved on FSA-914 up to this point will be saved.	

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**\*--102 Producer Summary Screen**

**A Overview**

The Producer Summary Screen provides the ability to:

- load other compensation
- load reductions
- review all FSA-914 data that has been entered
- enter the producer signature type and date
- approve/disapprove FSA-914.--\*

\*--102 Producer Summary Screen (Continued)

**B Example Producer Summary Screen**

Following is an example of the Producer Summary Screen.

**LIP Menu**

Role: County Admin  
 Nationwide Customer Service  
 Blank FSA-914  
[LIP Main Menu](#)

**Sign Up**  
[Approve Applications](#)  
[CCC Representative Electronic Approval Reports](#)  
[LIP Home Page](#)

**Producer Summary**

**Year: 2008      State: Mississippi      County: Coahoma**

**Producers:**

**Notices Of Loss**

Start Date of Occurrence	End Date of Occurrence	Disasters
08/15/2008	08/21/2008	Hurricane
09/15/2008	09/17/2008	Anthrax

**Livestock Location and Associated Producer Information**

Where were the claimed livestock physically located at the time they died?

Farm 2453

Where is the current physical location of the livestock in inventory?

Farm 4938

List other producers with an ownership share of the livestock listed and their share

**Livestock Losses**

Contract Grower	Livestock Kind Type/Weight Range	Inventory	Number lost to Adverse Weather	Number lost to Normal Mortality
Yes	Chickens Layers/Roasters	18	2	1
No	Ducks Ducklings	83	14	

**Purchase Documentation**

Documentation of Purchase	Livestock Count

**Loss Documentation**

Documentation of Loss	Livestock Count
Rendering Receipt	14

**Similar Loss/Contract Grower**

Other Compensation (Contract Grower):

Reduction:

Type of Signature:  ▼

Date of Signature:

COC Signature Date:

Approve     Disapprove

--\*

**\*--102 Producer Summary Screen (Continued)**

**C Field Descriptions/Actions**

The following table provides the field descriptions and actions for the Producer Summary Screen.

<b>Field/Button</b>	<b>Description</b>	<b>Action</b>
Year	Calendar year selected on the State and County Selection Screen will be displayed.	
State	State selected on the State and County Selection Screen will be displayed.	
County	County selected on the State and County Selection Screen will be displayed.	
Producer	Producer for which FSA-914 is being updated will be displayed.	
Producer ID	Last 4 digits of the producer ID for which FSA-914 is being updated will be displayed.	
Notices of Loss	Notices of loss entered on the Part B - Notice of Loss Screen (paragraph 95) will be displayed.	
Livestock Location and Associated Producer Information	Livestock location and other producers that were entered on the Part C - Livestock Location & Producers Screen (paragraph 97) will be displayed.	
Livestock Losses	Livestock losses entered on the Part D - Livestock Information Screen (paragraph 98) will be displayed.	
Purchase Documentation	Purchase documentation entered on the Part E & F - Documentation of Purchase and Loss Screen (paragraph 101) will be displayed.	
Loss Documentation	Loss documentation entered on the Part E & F - Documentation of Purchase and Loss Screen (paragraph 101) will be displayed.	

--\*

\*--102 Producer Summary Screen (Continued)

C Field Descriptions/Actions (Continued)

Field/Button	Description	Action
Similar Loss/Contract Grower	Manual entry.	As applicable, enter the amount of monetary compensation received by the producer from: <ul style="list-style-type: none"> <li>their contractor for the loss of income suffered from the death of the livestock under contract (contract grower only)</li> <li>other disaster assistance programs for the same livestock losses.</li> </ul>
Type of Signature	Manual selection. The type of signature provided by the producer.  Eligible signature types are: <ul style="list-style-type: none"> <li>paper</li> <li>FAX.</li> </ul>	Signature types shall only be updated after either of the following occurs: <ul style="list-style-type: none"> <li>producer signs and dates FSA-914</li> <li>FAX with the producer's signature and date has been received in the County Office.</li> </ul>
Date of Signature	Manual entry of the date the producer signed or FAXed FSA-914.	Enter the date the producer signed or FAXed FSA-914 in mmddyyyy, mmddyy, or mm/dd/yyyy format.
COC Signature Date	Manual entry of the date COC signed FSA-914.	Enter the date COC signed FSA-914 in mmddyyyy, mmddyy, or mm/dd/yyyy format.
Approve/Disapprove	Manual selection.	Select whether FSA-914 will be approved or disapproved.
Back	The Part E & F – Documentation of Purchase and Loss Screen will be displayed (paragraph 101).	
Cancel	FSA-914 will be cancelled and the LIP Main Menu will be displayed (paragraph 93).  All data saved on FSA-914 up to this point will be saved.	
Save/Submit	FSA-914 will be submitted and the Producer Search – Application Status Screen will be displayed (paragraph 94).	

--\*

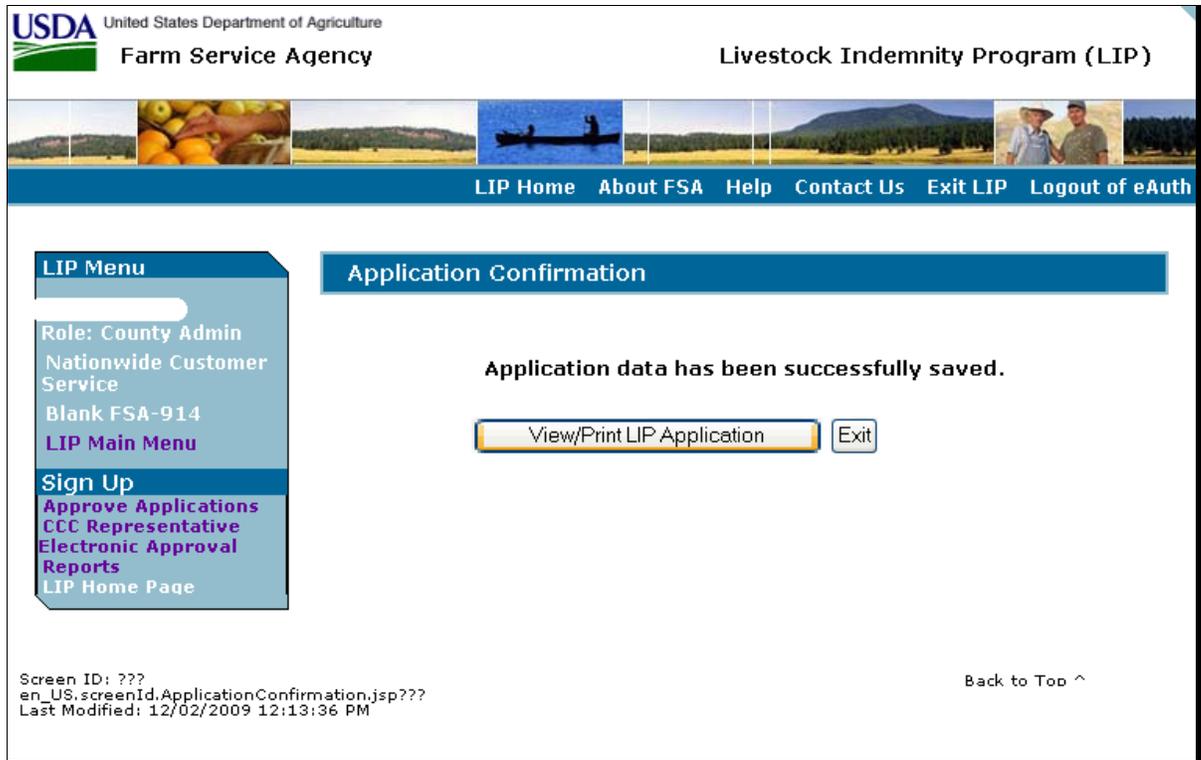
**\*--103 Application Confirmation Screen**

**A Overview**

The Application Confirmation Screen provides users the ability to view and/or print FSA-914.

**B Example Application Confirmation Screen**

Following is an example of the Application Confirmation Screen.



**C Actions**

To view and or print FSA-914, CLICK “**View/Print LIP Application**”; FSA-914 will be displayed in a separate window. FSA-914 will contain only data that has been entered into the system as of the date it is being printed.--\*

**\*--104 Approve/Disapprove Applications Screen**

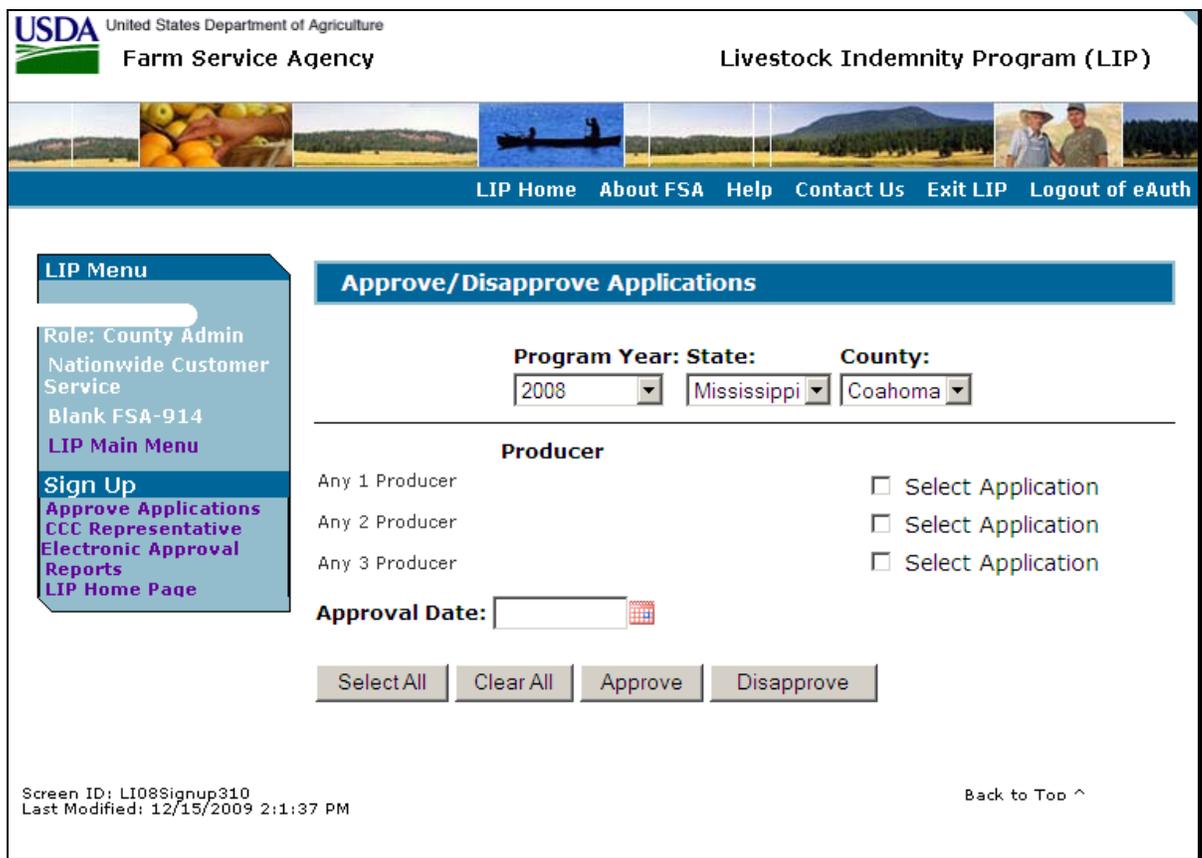
**A Overview**

A process to enter the same approval/disapproval date to multiple FSA-914's is being provided in the web-based software. To access the multiple FSA-914 approval/disapproval process, CLICK “**Approve Applications**” link in the left navigation menu.

**Note:** The approval/disapproval date can also be entered by specific FSA-914 on the Producer Summary Screen.

**B Example Approve/Disapprove Applications Screen**

Following is an example of the Approve/Disapprove Applications Screen.



--\*

**\*--104 Approve/Disapprove Applications Screen (Continued)**

**C Field Descriptions/Actions**

The following table provides the field descriptions and actions for the Approve/Disapprove Applications Screen.

<b>Field/Button</b>	<b>Description</b>	<b>Action</b>
Year	Manual selection.	Select year for which bulk approval/disapproval will be completed.
State	Manual selection.	Select State for which the bulk approval/disapproval will be completed.
County	Manual selection.	Select county for which the bulk approval/disapproval will be completed.
Producer	Producers with FSA-914's ready for approval/disapproval will be displayed.	
Tax ID	Last 4 digits of the producers ID number will be displayed.	
Select Application	Manual selection.	Select FSA-914's to be approved or disapproved.
Approval Date	Manual entry of the approval/disapproval date.	Enter date COC approved/disapproved FSA-914.
Select All	Selects all listed FSA-914's for approval/disapproval.	
Clear All	Clears all selections.	
Approve	Approves all selected FSA-914's.	
Disapprove	Disapproves all selected FSA-914's.	

**D Criteria for Being Included in Multiple Approval Process**

FSA-914 **must** be signed and dated by the producer for FSA-914 to be included in the multiple approval process.--\*

**\*--105 CCC Representative Electronic Approval/Disapproval Screen**

**A Overview**

A CCC representative electronic approval/disapproval process is being provided. All FSA County Office employees will have access to the CCC Representative Electronic Approval/Disapproval process; however, **only employees that are designated to approve/disapprove FSA-914's shall access and electronically approve FSA-914's.**

The approving official's name will be printed in the "County Committee Determination" signature block and the system date will be entered for the approval/disapproval date.

**B Example CCC Representative Electronic Approval/Disapproval Screen**

Following is an example of the CCC Representative Electronic Approval/Disapproval Screen.

The screenshot shows the USDA Farm Service Agency Livestock Indemnity Program (LIP) web application. The main heading is "COC Representative Electronic Approval/Disapproval". Below this, there are dropdown menus for "Program Year" (2008), "State" (Mississippi), and "County" (Coahoma). A table lists applications with columns for "Producer", "Electronic Signature", and "FSA-914". Each row has a checkbox for "Electronically Sign" and a "View Application" link. At the bottom of the table are buttons for "Select All", "Clear All", "Approve", and "Disapprove". A sidebar on the left contains a "LIP Menu" with options like "Sign Up", "Approve Applications", and "CCC Representative Electronic Approval Reports".

Producer	Electronic Signature	FSA-914
Any 1 Producer	<input type="checkbox"/> Electronically Sign	<a href="#">View Application</a>
Any 2 Producer	<input type="checkbox"/> Electronically Sign	<a href="#">View Application</a>
Any 3 Producer	<input type="checkbox"/> Electronically Sign	<a href="#">View Application</a>

--\*

**\*--105 CCC Representative Electronic Approval/Disapproval Screen (Continued)**

**C Field Descriptions/Actions**

The following table provides the field descriptions and actions for the CCC Representative Electronic Approval/Disapproval Screen.

<b>Field/Button</b>	<b>Description</b>	<b>Action</b>
Year	Manual selection.	Select year for which CCC representative electronic approval/disapproval will be completed.
State	Manual selection.	Select State for which the CCC representative electronic approval/disapproval will be completed.
County	Manual selection.	Select county for which the CCC representative electronic approval/disapproval will be completed.
Producer	Producers with FSA-914's ready for approval/disapproval.	
Tax ID	Last 4 digits of the producers ID number will be displayed.	
Electronic Signature	Manual selection.	Select FSA-914's to be electronically approved or disapproved.
Select All	Selects all listed FSA-914's for approval/disapproval.	
Clear All	Clears all selections.	
Approve	Approves all selected FSA-914's.	
Disapprove	Disapproves all selected FSA-914's.	

**D Criteria for Being Included in Multiple Approval Process**

FSA-914 must be signed and dated by the producer for FSA-914 to be included in the multiple approval process.--\*

\*--106 LIP Reports Screen

A Overview

Several standard reports are being provided for County Offices to use as tools for LIP signup. To access the Reports Menu, under "LIP Menu", CLICK "Reports".

B Example LIP Reports Screen

Following is an example of the LIP Reports Screen.

USDA United States Department of Agriculture  
Farm Service Agency Livestock Indemnity Program (LIP)

LIP Home About FSA Help Contact Us Exit LIP Logout of eAuth

**LIP Menu**

- Role: County Admin
- Nationwide Customer Service
- Blank FSA-914
- LIP Main Menu
- Sign Up
- Approve Applications
- CCC Representative
- Electronic Approval Reports
- LIP Home Page

**LIP Reports**

Year: 2007 State: Mississippi County: Coahoma

**Reports**

- 1. Summary Report
- 2. Approved Applications
- 3. Initiated Applications with No Notice of Loss Signature Date
- 4. Initiated Applications with No Producer Application Date
- 5. Initiated Applications with No COC or Designee Signature Date
- 6. Deleted Applications
- 7. Disapproved Applications
- 8. Participants with Electronic Signatures
- 9. Applications Suspended Due to Program Load Table Changes

Start Date: Month: 01 Day: 01 Year: 2007

End Date: Month: 01 Day: 01 Year: 2007

LIP Menu Create Report

Screen ID: LI08Signup700  
Last Modified: 12/15/2009 2:1:37 PM

Back to Top ^

--\*

**\*--106 LIP Reports Screen (Continued)**

**C Descriptions of Reports**

The following table provides the report, action required, and data elements on the report. Only 1 report can be created at a time.

<b>Report</b>	<b>Action</b>	<b>Result</b>
Year	Manual selection.	Select year for which reports will be run.
State	Manual selection.	Select State for which reports will be run.
County	Manual selection.	Select county for which reports will be run.
Summary Report	Select report.	Report will be displayed providing a summary of FSA-914 information in the year, State, and county selected.
Approved Applications	Select report.	Report will be displayed identifying all producers with approved FSA-914's in the year, State, and county selected.
Initiated Applications with No Notice of Loss Signature Date	Select report.	Report will be displayed identifying FSA-914's that have notices of loss initiated, but the producer has not signed the notice of loss in the year, State, and county selected.
Initiated Applications with No Producer Application Date	Select report.	Report will be displayed identifying FSA-914's that have been initiated, but producers have not signed FSA-914's in the year, State, and county selected.
Initiated Applications with No COC or Designee Signature Date	Select report.	Report will be displayed identifying FSA-914's that have been initiated, but have not been approved by COC or designee in the year, State, and county selected.
Deleted Applications	Select report.	Report will be displayed identifying all FSA-914's that have been deleted in the year, State, and county selected.
Disapproved Applications	Select report.	Report will be displayed identifying all FSA-914's that have been disapproved in the year, State, and county selected.
Participants with Electronic Signatures		Report is not available.
Applications Suspended Because of Program Load Table Changes	Select report.	Report will be displayed identifying FSA-914's that have been suspended in the year, State, and county selected.
Start Date	Manual entry.	Provide a start date to limit data displayed on any of the reports.
End Date	Manual entry.	Provide an end date to limit date displayed on any of the reports.
LIP Menu	Returns the user to the LIP Main Menu without displaying a report.	
Create Report	The selected report will be displayed.	

--\*

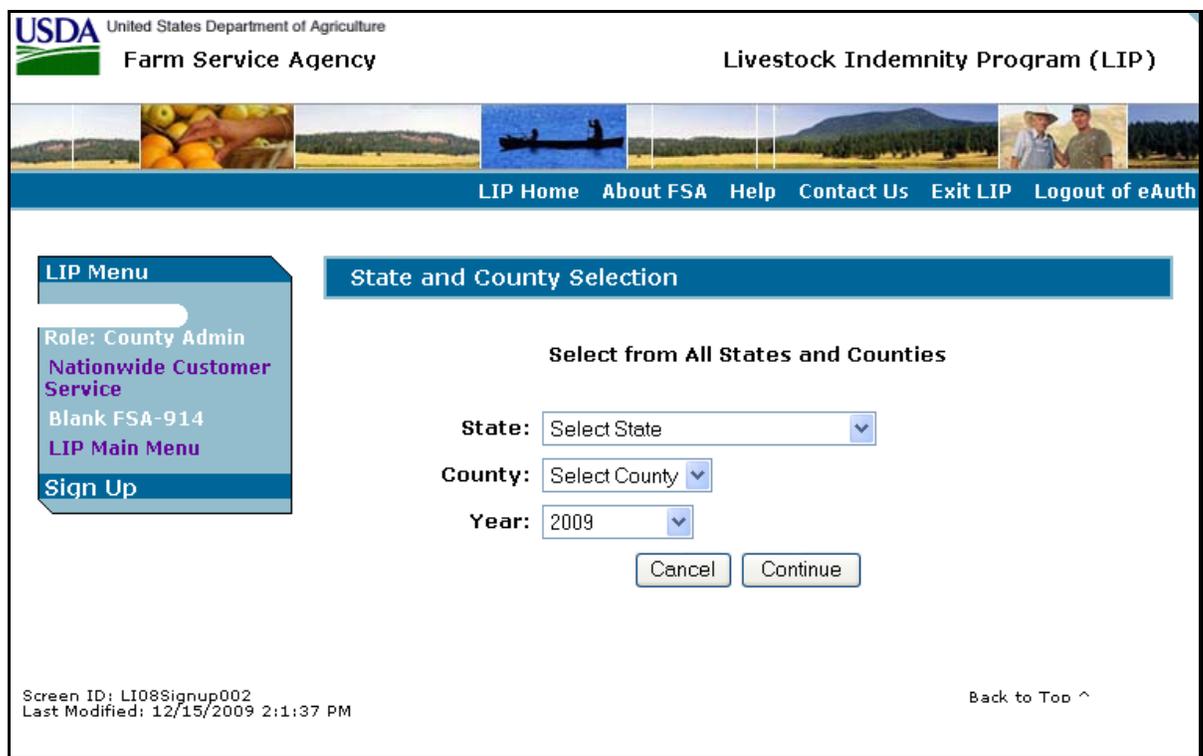
**\*--107 Nationwide Customer Service**

**A County Office User Access**

The web-based LIP software automatically allows for nationwide customer service for County Office users. County Office users will have the ability to access and load FSA-914 for any producer nationwide. This service will be extremely beneficial for travelers, absentee landowners, etc. County Office employees loading nationwide FSA-914's will have limited authority.

**B Example State and County Selection Screen**

Nationwide customer service can be accessed by selecting “Nationwide Customer Service” from the menu bar. The State and County Selection Screen will be displayed. Following is an example of the State and County Selection Screen.



User shall use the drop-down menus to select the applicable:

- State
- county
- year.

CLICK “Continue”, the Producer Search – Application Status Screen will be displayed.--\*

**\*--107 Nationwide Customer Service (Continued)****C Producer Search – Application Status Screen**

The functionality of the Producer Search – Application Status Screen in Nationwide Customer Service is the same as FSA-914's being loaded in the home county (paragraph 94). Once FSA-914 has been selected, the Part B – Notice of Loss Screen will be displayed.

**D Part B – Notice of Loss Screen**

The functionality of the Part B – Notice of Loss Screen in Nationwide Customer Service is the same as FSA-914's being loaded in the home county (paragraph 95).

**E Part C – Livestock Location and Producers Screen**

The functionality of the Part C – Livestock Location and Producers Screen in Nationwide Customer Service is the same as FSA-914's being loaded in the home county (paragraph 97).

**F Part D - Livestock Information Screen**

The functionality of the Part D - Livestock Information Screen in Nationwide Customer Service is the same as FSA-914's being loaded in the home county (paragraph 98).

**G Part E & F – Documentation of Purchase and Loss Screen**

The functionality of the Part E & F – Documentation of Purchase and Loss Screen is the same as FSA-914's being loaded in the home county (paragraph 101).

**H Producer Summary Screen**

The functionality of the Producer Summary Screen is the same FSA-914's being loaded in the home county, **except** that the approval date **cannot** be loaded. FSA-914 must be approved in a producer's home county (paragraph 102).

**I County Office Action**

County Offices that process nationwide customer service FSA-914's must:

- immediately FAX a copy of the signed FSA-914 to the producer's home county
- mail the original signed FSA-914 to the producer's home county
- maintain a copy of the signed FSA-914.--\*

**108-130 (Reserved)**



**\*--Section 2 State Office Administrative Access****131 State Office Access to LIP Web Site****A Requesting Access**

If State Office administrative access has not already been requested for users in a State Office, requests shall be made according to the following:

- provide the National Office with all State employees who are to have access, and include the following:
  - State name
  - employee's legal first and last name
  - employee's USDA eAuthentication user ID
- FAX information to 202-720-0051, Attn: Neeru Gulati

**Note:** Include on the FAX that the request is for LIP State Office administrative access.

- contact PECD, Common Provisions Branch at 202-720-3464 with any questions or concerns.

**Note:** Additional employees can be added at any time by requesting access according to this subparagraph.

**B Accessing the LIP Web Site**

To access the LIP Home Page from the FSA Applications Intranet web site at [http://fsaintranet.sc.egov.usda.gov/fsa/FSAIntranet\\_applications.html](http://fsaintranet.sc.egov.usda.gov/fsa/FSAIntranet_applications.html), under "Production Adjustment and Disaster Programs", CLICK "**LIP – Livestock Indemnity Program**".

**Note:** Internet Explorer shall be used when accessing the LIP Home Page.--\*

\*--131 State Office Access to LIP Web Site (Continued)

C LIP Login Screen

State Office users will be prompted with the following LIP Login Screen. CLICK “LIP Login” to continue.

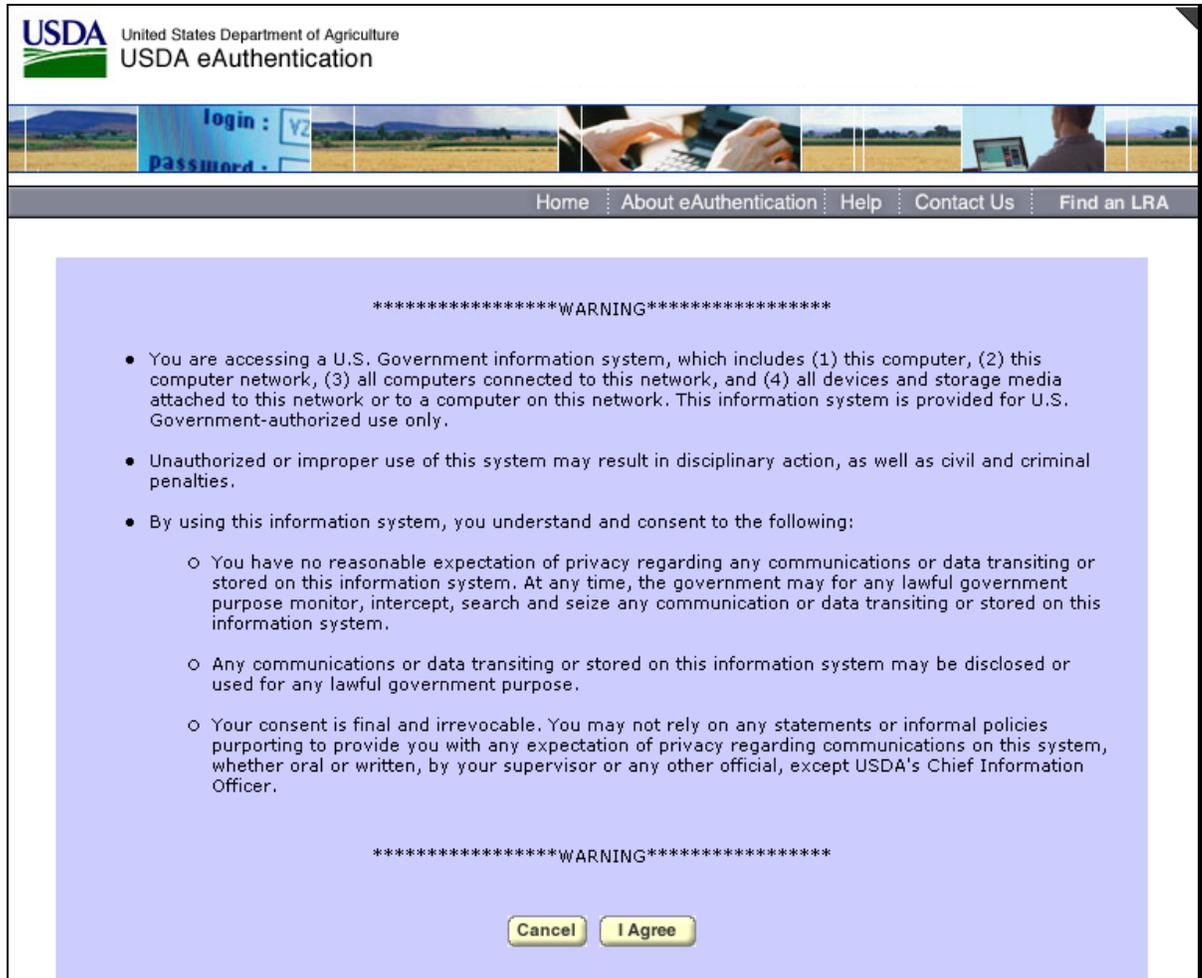


--\*

\*--131 State Office Access to LIP Web Site (Continued)

D USDA eAuthentication Warning Screen

After the user has clicked the “LIP Login”, the USDA eAuthentication Warning Screen will be displayed. Users must CLICK “I Agree” to proceed, or “Cancel” to end the process.



--\*

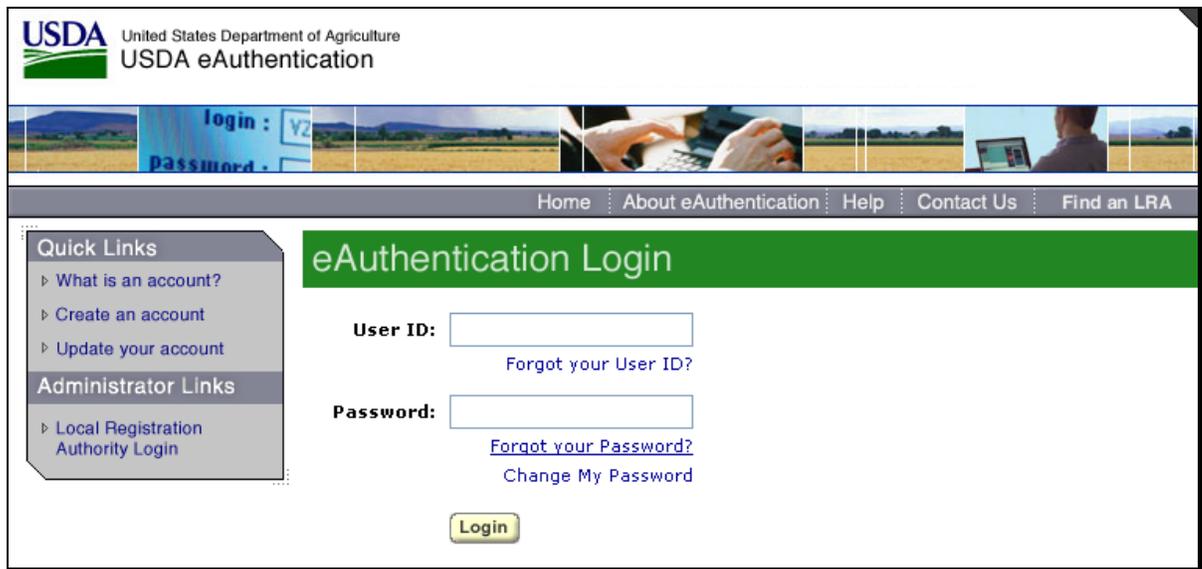
\*--131 State Office Access to LIP Web Site (Continued)

**E eAuthentication Login Screen**

On the eAuthentication Login Screen, users must:

- enter eAuthentication user ID
- enter eAuthentication password
- **CLICK “Login”**.

The LIP Main Menu will be displayed.



--\*

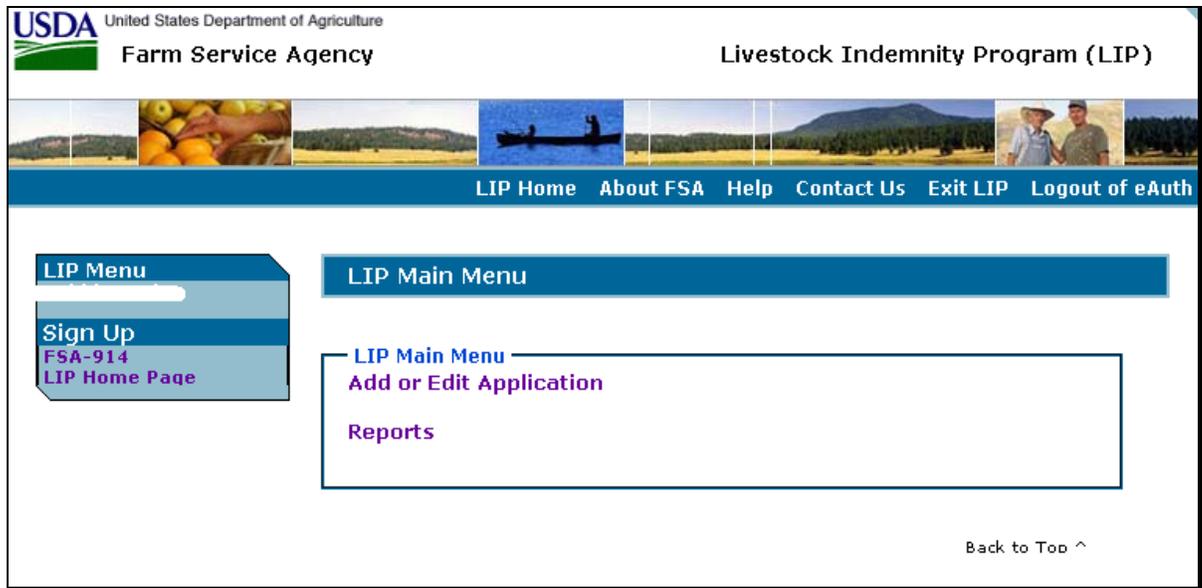
**\*--132 LIP Main Menu**

**A Overview**

After the State Office administrative user has logged in and been authenticated, the LIP Main Menu will be displayed.

**B Example LIP Main Menu**

Following is an example of the LIP Main Menu.



**C Action**

At the bottom of the page, State Office administrative users shall CLICK “Admin Menu” to access the LIP mortality rate table.--\*

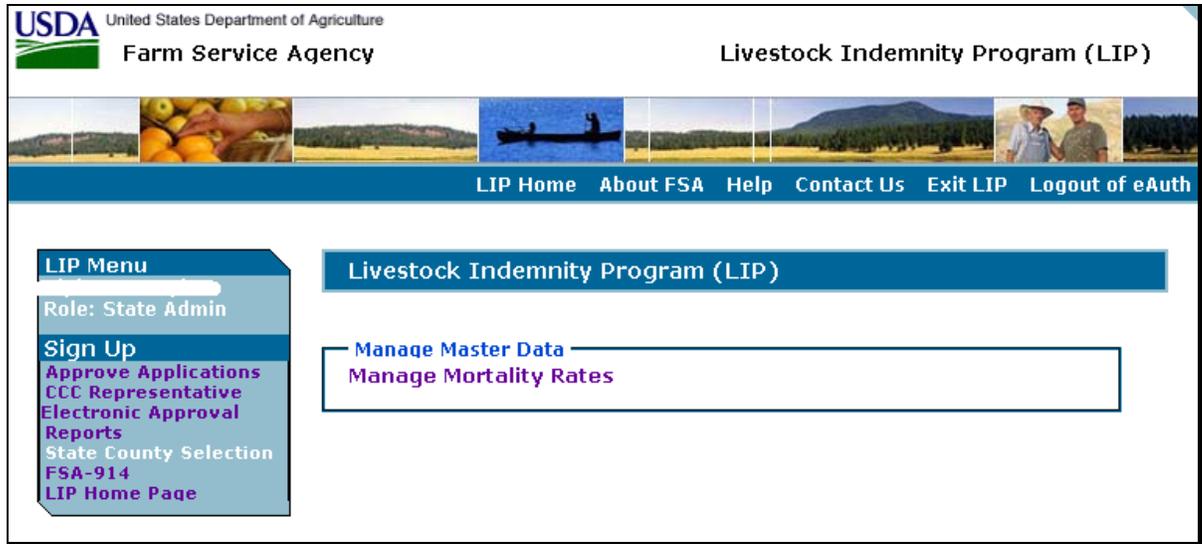
**\*--133 Manage Master Data Screen**

**A Overview**

The Manage Master Data Screen provides a link to the option that allows State Office administrative users the ability to add, update, modify, and view LIP normal mortality rates.

**B Example Manage Master Data Screen**

Following is an example of the Manage Master Data Screen.



**C Action**

State Office administrative users shall CLICK “**Manage Mortality Rate**” to be taken to the LIP normal mortality rate load process. The Mortality Rate Maintenance Screen will be displayed.--\*

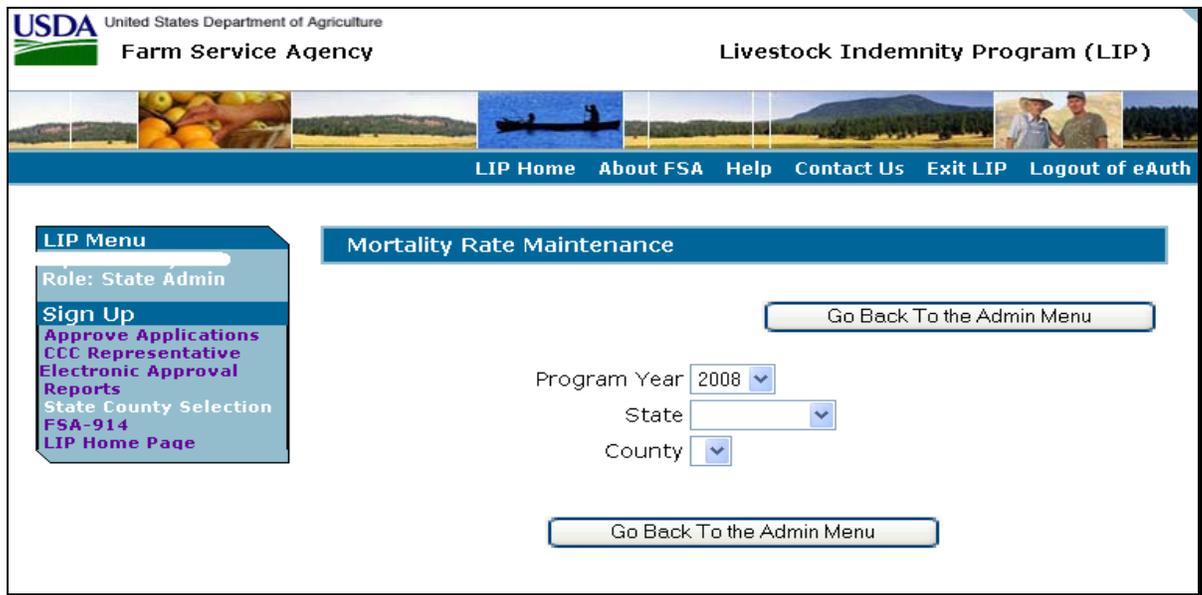
**\*--134 Program Year, State, and County Selections**

**A Overview**

The Mortality Rate Maintenance Screen provides for program year, State, and county selection. Program year, State, and county must be selected before continuing.

**B Example Mortality Rate Maintenance Screen**

Following is an example of the Mortality Rate Maintenance Screen with drop-down menus for program year, State, and county.



**C Action**

User shall use the drop-down menu to select the applicable:

- program year
- State
- county.

The Mortality Rate Maintenance Screen will be displayed.--\*

**\*--135 Mortality Rate Maintenance Screen**

**A Overview**

After users have selected a program year, State, and county, the Mortality Rate Maintenance Screen will be redisplayed allowing users to add, edit, and delete mortality rates by county.

**B Example Mortality Rate Maintenance Screen**

Following is an example of the Mortality Rate Maintenance Screen.

USDA United States Department of Agriculture  
Farm Service Agency Livestock Indemnity Program (LIP)

LIP Home About FSA Help Contact Us Exit LIP Logout of eAuth

**LIP Menu**  
Role: State Admin  
Sign Up  
Approve Applications  
CCC Representative  
Electronic Approval  
Reports  
State County Selection  
FSA-914  
LIP Home Page

**Mortality Rate Maintenance**

Go Back To the Admin Menu

Program Year: 2008  
State: Mississippi  
County: Coahoma

Status	Description	Weight Range	Mortality Rate	Action
Approved	Beef - Nonadult	400 pounds or more	5.0	Edit Delete
Approved	Beef - Nonadult	Less than 400 pounds	5.0	Edit Delete
Pending	Buffalo/Beefalo - Adult	Bull	1.5	Edit Delete
Pending	Sheep - Lambs		10.0	Edit Delete

Add a New Mortality Rate

Go Back To the Admin Menu

--\*

**\*--135 Mortality Rate Maintenance Screen (Continued)**

**C Field Descriptions and Actions**

The following table provides field descriptions and actions to be taken on the Mortality Rate Maintenance Screen.

<b>Field</b>	<b>Description/Action</b>
State	State to which the user is assigned.
County	County that was selected on the Mortality Rate Maintenance Screen.
Program Year	Program year selected on the Mortality Rate Maintenance Screen.
Status	This field will list either pending or approved. If the rate is in a pending status, FSA-914's <b>cannot</b> be taken for that livestock kind, type, and weight range. FSA-914's can <b>only</b> be taken for livestock kinds, types, and weight ranges with approved mortality rates.
Description	Livestock kind and type.
Weight Range	Livestock weight range.
Mortality Rate	Mortality rate that was entered for the livestock kind, type, and weight range.
Action	Users have the ability to edit or delete an existing rate; see: <ul style="list-style-type: none"> <li>• paragraph 7 for additional information on editing an existing rate</li> <li>• paragraph 8 for additional information on deleting an existing rate.</li> </ul>
Add a New Mortality Rate	The Add Mortality Rate Screen will be displayed. Users can add additional mortality rates (see paragraph 9 for additional information on adding mortality rates).
Go Back to the Admin Menu	The Administrator Menu will be displayed.

--\*

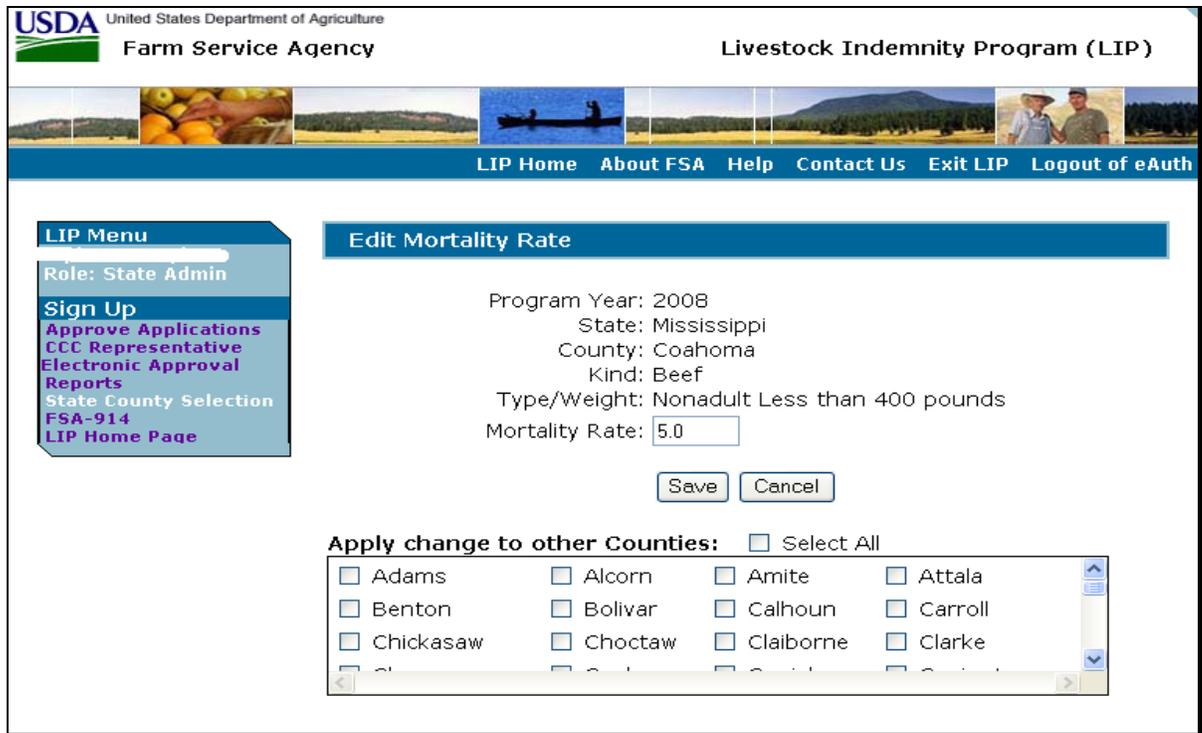
**\*--136 Edit Mortality Rate Screen**

**A Overview**

The Edit Mortality Rate Screen provides for the ability to edit existing mortality rates for a particular kind, type, and weight range of livestock.

**B Example Edit Mortality Rate Screen**

Following is an example of the Edit Mortality Rate Screen.



**C Action**

User can edit the existing mortality rate by typing the new mortality rate in the “Mortality Rate” box and then do any of the following:

- click “**Save**” to update that mortality rate to the County that is displayed
- click “**Cancel**” to cancel the mortality rate edit
- check (✓) “**Select All**” to update the mortality rate to all counties in the State
- check (✓) next to the County names to update the mortality rate to individual counties in the State.--\*

\*--136 Edit Mortality Rate Screen (Continued)

**D Editing Approved Mortality Rates**

If an approved mortality rate is edited, the updated mortality rate will be placed in a pending status. The approved mortality rate will continue to be used until the updated mortality rate is approved.

Following is an example of the Mortality Rate Maintenance Screen when an approved mortality rate is edited.

USDA United States Department of Agriculture  
Farm Service Agency Livestock Indemnity Program (LIP)

LIP Home About FSA Help Contact Us Exit LIP Logout of eAuth

**LIP Menu**  
Role: State Admin  
Sign Up  
Approve Applications  
CCC Representative  
Electronic Approval  
Reports  
State County Selection  
FSA-914  
LIP Home Page

**Mortality Rate Maintenance**

Go Back To the Admin Menu

Program Year: 2008  
State: Mississippi  
County: Coahoma

Status	Description	Weight Range	Mortality Rate	Action
Approved	Beef - Nonadult	400 pounds or more	5.0	Edit Delete
Pending	Buffalo/Beefalo - Adult	Bull	1.5	Edit Delete
Pending	Sheep - Lambs		10.0	Edit Delete
Pending	Beef - Nonadult	Less than 400 pounds	4.5	Edit Delete
Approved	Beef - Nonadult	Less than 400 pounds	5.0	--

Add a New Mortality Rate

Go Back To the Admin Menu

--\*

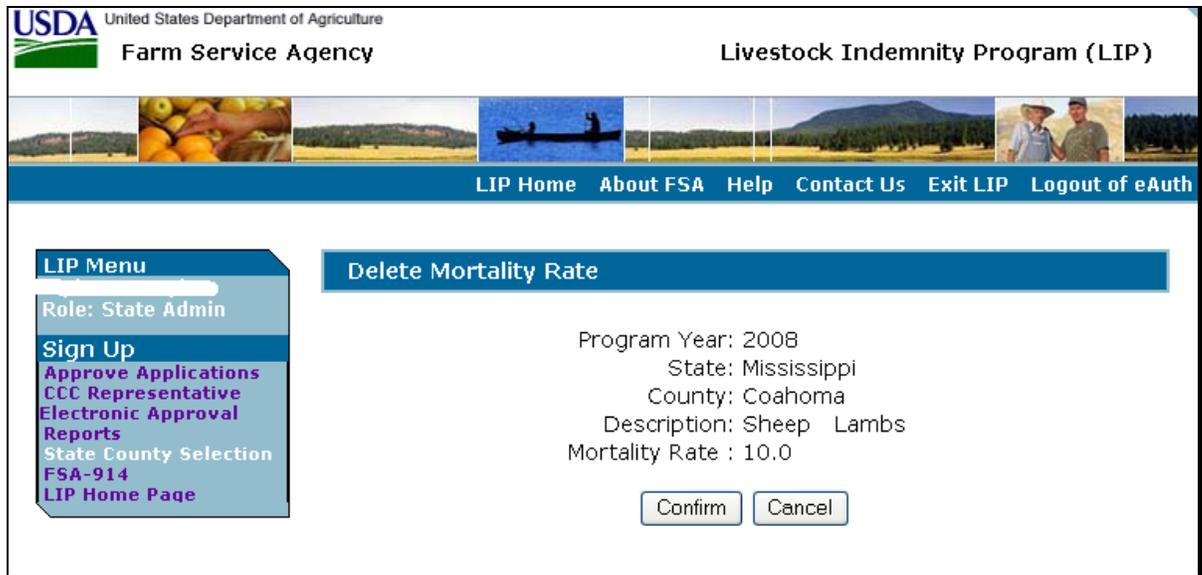
**\*--137 Delete Mortality Rate Screen**

**A Overview**

The Delete Mortality Rate Screen provides for the ability to delete existing mortality rates for a particular kind, type, and weight range of livestock.

**B Example Delete Mortality Rate Screen**

Following is an example of the Delete Mortality Rate Screen.



**C Action**

Click either of the following:

- “**Confirm**” to delete the selected mortality rate
- “**Cancel**” to return to the Mortality Rate Maintenance Screen without deleting the selected mortality rate.--\*

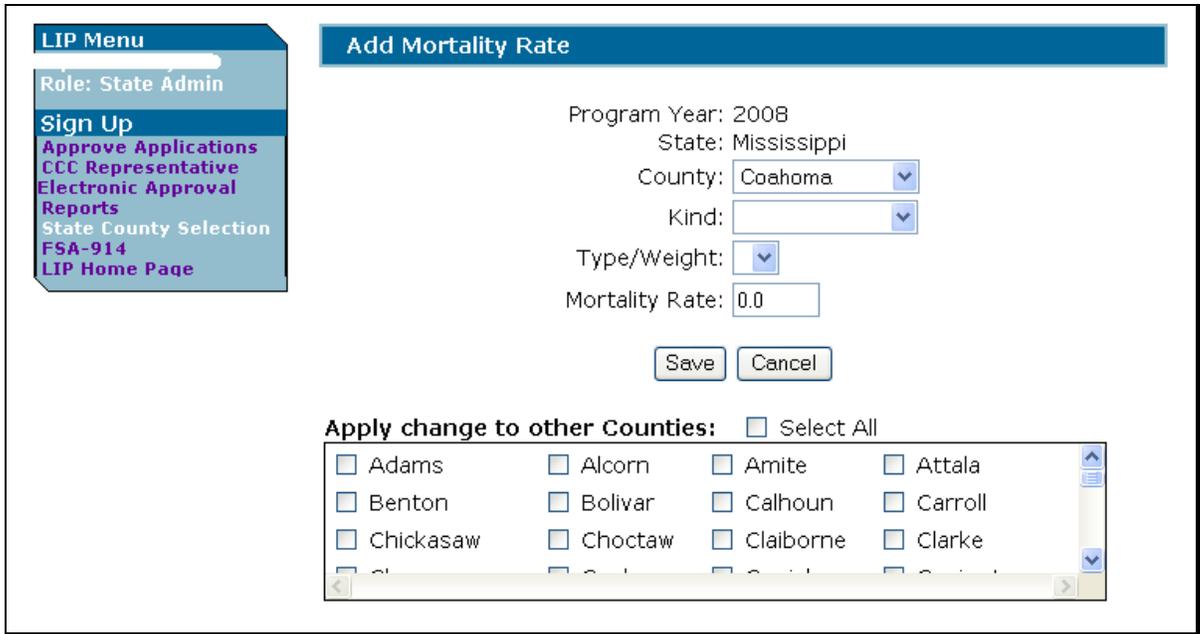
**\*--138 Add Mortality Rate Screen**

**A Overview**

The Add Mortality Rate Screen provides for the ability to add a new mortality rate for each kind, type, and weight range of livestock.

**B Example Add Mortality Rate Screen**

Following is an example of the Add Mortality Rate Screen.



**C Action**

User shall use the drop-down menu to select the applicable:

- county

**Note:** The “County” drop-down menu includes a “Select Many” option. If “Select Many” is selected, the user has the ability to select more than 1 county to which the rates will apply. See subparagraph D for additional information.

- kind
- type/weight range.

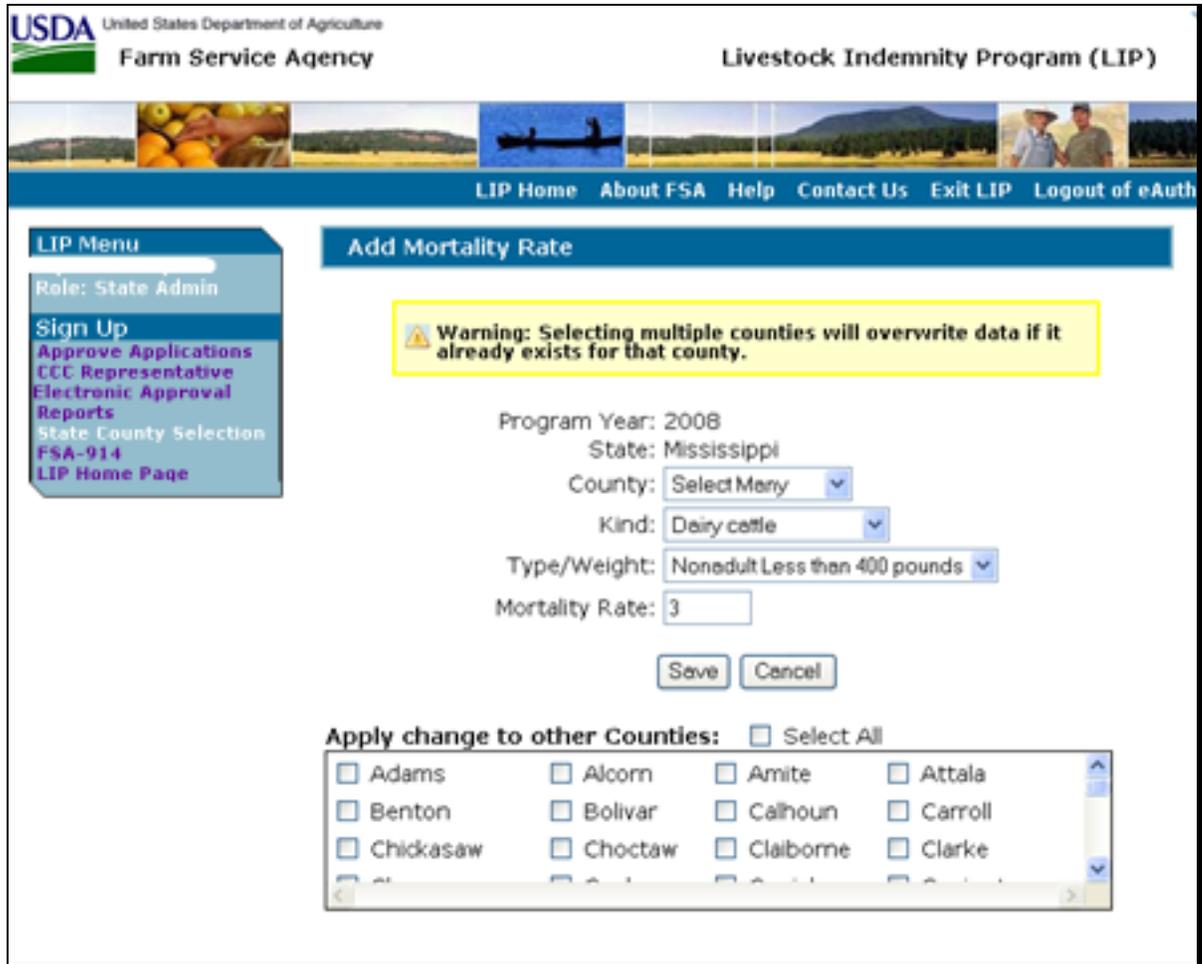
User shall enter the mortality rate applicable to the selected county, kind, type, and weight range.

When users click “**Save**”, the Mortality Rate Maintenance Screen will be displayed.--\*

\*--138 Add Mortality Rate Screen (Continued)

D “Select Many” Option

If the “Select Many” option is selected from the “County” drop-down menu, the following screen will be displayed.



Users can do either of the following:

- check (✓) “Select All” to add the mortality rate to all counties in the State
- check (✓) county names to add the mortality rate to individual counties in the State.--\*

139-159 (Reserved)

## Reports, Forms, Abbreviations, and Redelegations of Authority

### Reports

None

### Forms

This table lists all forms referenced in this handbook.

Number	Title	Display Reference	Reference
AD-1026	Highly Erodible Land Conservation (HELC) and Wetland Conservation (WC) Certification		Text
CCC-257	Schedule of Deposit		1
CCC-502	Farm Operating Plan for Payment Eligibility Review		42, 45, 75, Parts 4 and 5
CCC-526	Payment Eligibility Average Adjusted Gross Income Certification		73, 200, 296
CCC-752	Supplemental Agricultural Disaster Assistance Buy-In for Insurable Crops		171, 242
CCC-753	2008 Supplemental Agricultural Disaster Assistance Buy-In for Noninsurable Crops		171, 242
CCC-770 ELIG 2002	Eligibility Checklist - 2002 Farm Bill		Ex. 9, 13
CCC-770 ELIG 2008	Eligibility Checklist - 2008 Farm Bill		Ex. 9, 13
CCC-901	Members Information 2009 and Subsequent Years		42, 75, Parts 4 and 5
CCC-926	Average Adjusted Gross Income (AGI) Statement		75, 200, 201, 296, 297
FSA-321	Finality Rule and Equitable Relief		171
FSA-325	Application for Payment of Amounts Due Persons Who Have Died, Disappeared, or Have Been Declared Incompetent		41, 45, 171, 184, 242, 282
FSA-578	Report of Acreage		200, 242, 253
FSA-754	Supplemental Agricultural Disaster Assistance Relief for Insurable Crops		171, 242
FSA-755	Supplemental Agricultural Disaster Assistance Relief for Noninsurable Crops		171, 242
FSA-770 LFP	Livestock Forage Disaster Program Checklist	Ex. 13	184
FSA-770 LIP	Livestock Indemnity Program Checklist	Ex. 9	43, 73

## Reports, Forms, Abbreviations, and Redelegations of Authority (Continued)

## Forms (Continued)

Number	Title	Display Reference	Reference
FSA-914	Livestock Indemnity Program Application	76	22, 40, 41, 42, 45, 72, 73, 75, 77, Part 3, Ex. 7, 9
FSA-915	Estimated Livestock Indemnity Program (LIP) Lost Calculation Worksheet	77	
FSA-918	Emergency Loss Assistance for Livestock Application	298	Part 5
FSA-925	Livestock Forage Disaster Program Application	202	Part 4, Ex. 13
FSA-925-1	Estimated Livestock Forage Disaster Program Payment Calculation Worksheet	203	
FSA-926	Livestock Indemnity Program Third Party Certification	74	73
FSA-930	Emergency Loss Assistance for Farm-Raised Fish/Honey Bees Application	299	Part 5

## Abbreviations Not Listed in 1-CM

The following abbreviations are not listed in 1-CM.

Approved Abbreviation	Term	Reference
AU	animal unit	182, 183, 202, 203, 252, 298, Ex. 16
AUD	animal unit day	183, 203
AUM	animal unit months	171, 202, 203, 251, 252, 298
DBA	doing business as	171
ELAP	Honey Bees and Farm-Raised Fish Program	Text
FCIA	Federal Crop Insurance Act	171
IPIA	Improper Payments Information Act of 2002	22, 161, 184, 232, 282, Ex. 9
LFP	Livestock Forage Disaster Program	Part 4
MAU	maximum animal unit	203
NTE	not to exceed	183
RMPR	Risk Management Purchase Requirement	171, 242
PRF-VI	Pasture, Rangeland, Forage Rainfall Index	171
SURE	Supplemental Revenue Assistance Payment Program	Text

**Reports, Forms, Abbreviations, and Delegations of Authority (Continued)**

**Redelegations of Authority**

For LIP, CED may delegate authority to program technicians to approve only routine FSA-914's where proof of death is provided.

**Important:** Program technicians shall **not** be delegated authority to:

- disapprove any FSA-914
- approve any FSA-914 where third party certification is used as proof of loss.



## Menu and Screen Index

The following menus and screens are displayed in this handbook.

<b>Menu or Screen</b>	<b>Title</b>	<b>Reference</b>
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	USDA eAuthentication Warning Screen	91, 131
	USDA eAuthentication Login Screen	91, 131
	LIP Main Menu	92, 131
	LIP Select Administrative State/County Screen	93
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