

**FSA**  
**HANDBOOK**

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**BASE ACRES AND YIELDS**

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For State and County Offices

SHORT REFERENCE

3-ARCPLC

UNITED STATES DEPARTMENT OF AGRICULTURE  
Farm Service Agency  
Washington, DC 20250



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Washington, DC 20250

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<b>Base Acres and Yields</b> <b>3-ARCPLC</b>	<b>Amendment 1</b>
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**Approved by:** Acting Deputy Administrator, Farm Programs



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**Amendment Transmittal**

**A Reasons for Issuance**

This handbook has been issued to provide policy and procedures for base acres and yields.



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## Part 1 Basic Information

### 1 Overview

#### A Handbook Purpose

This handbook provides FSA’s internal operating guidelines issued by DAFP for carrying out the ARC/PLC program. Handbook provisions are considered interpretive of notices and rules published in the Federal Register (FR). Whenever an unintended conflict appears to exist between any handbook provision and the pertinent applicable provisions published in the FR, the provisions published in the FR will apply.”

Included in this handbook are instructions about the following:

- base
- base allocation
- yields
- base reductions
- base redistributions.

#### B Authority and Responsibility

DAFP has the authority and responsibility for this handbook.

#### C Sources of Authority

Following are the sources of authority for Base Acres:

- Agricultural Act of 2014 (Pub. L. 113-79)
- Agriculture Improvement Act of 2018 (Pub. L. 115-334)
- One Big Beautiful Bill Act of 2025 (Pub. L. 119-21)
- 7 CFR Part 1412.

#### D Modifying Provisions

Provisions in this handbook **must not** be revised without prior approval from the National Office. Any requests for revisions or amendments must be sent to the applicable program Manager, through DAFP.

## 1 Overview (Continued)

### E Related FSA Handbooks

Related handbooks include:

- 22-AO for outreach
- 1-APP for appeals
- 1-ARCPLC (Rev. 1) for program information
- 32-AS and 32-AS Supplement for records management
- 10-CM for Farm Records
- 2-CP for acreage and compliance provisions and determinations
- 7-CP for finality and equitable relief provisions
- 2-INFO for handling information available to the public (FOIA)
- 3-INFO for safeguarding individual privacy from misuse of Federal records and public access to such records.

### F Forms

Forms, worksheets, applications, and other documents other than those provided in this handbook or issued by the National Office will **not** be used for base acres.

Any document that collects data from an applicant or handler, regardless of whether their signature is required, is subject to the Privacy Act and information collection procedures, including clearance of these documents by the following offices:

- National Office program area
- MSD, Directives, Forms, and Records Management Branch, Forms Management Section
- OMB.

Forms, worksheets, and documents developed by State or County Offices **must** be submitted to the National Office for review and approval according to 1-CM.

**Important:** State and County Office-developed forms, worksheets, or other documents will **not** be used for base acres unless approved by the National Office.

**2 STC and SED Responsibilities**

**A STC Responsibilities**

STC's will:

- ensure that State and County Offices follow all program provisions
- thoroughly document all actions taken in the STC meeting minutes
- handle appeals according to 1-APP and 7 CFR Parts 11 and 780.

**B SED Responsibilities**

SED's will:

- ensure that County Offices follow all program provisions
- ensure that County Office employees and COC's are adequately trained
- thoroughly document all actions taken in the STC minutes
- handle appeals according to 1-APP
- handle requests for equitable relief according to 7-CP
- immediately notify the National Office of problems, incomplete or incorrect procedures, specific problems, or findings.

### 3 DD Responsibilities

#### A Responsibilities

DD's will:

- ensure that COC's and County Offices follow program provisions
- ensure that CED directs the County Office to follow all program provisions
- perform reviews of County Office procedures to ensure that County Offices are complying with the provisions of this handbook and regulations
- review County Office procedures to ensure that County Offices comply with requirements established by the State Office
- review the Base Acreage and Yield Adjustment Report to identify unauthorized base acre and yield adjustments every 90 calendar days and before rollover
- handle appeals according to 1-APP
- immediately notify the SED or designated State Office employee of software problems, incomplete or incorrect procedures, specific problems, or findings
- ensure that FSA assists persons by providing as much program information as it can in a variety of ways.

#### B Printing Base Acreage and Yield Adjustment Report

Printing Base Acreage and Yield Adjustment Report.

DD's will print a current Base Acreage and Yield Adjustment Report according to 10-CM, paragraph 294. The Base Acreage and Yield Adjustment Report lists base acreage and payment yield adjustments made on farms during the date range selected for which the report was printed. Each adjustment on the Base Acreage and Yield Adjustment Report includes the following:

- farm number
- tract number
- crop name
- adjustment type
- adjustment reason
- date changed
- farm status.

3 DD Responsibilities (Continued)

C How to Review Adjustments

After preparing the Base Acreage and Yield Adjustment Report, DD’s will review base acreage and yield adjustments according to the following.

Step	Action
1	Review all adjustments <b>not</b> included in the previous review.
2	Verify the following: <ul style="list-style-type: none"> <li>• adjustments were authorized and approved according to procedure</li> <li>• amount of adjustment is correct</li> <li>• base acreage and yield are correct.</li> </ul>
3	Verify that the frequency of each type of adjustment is reasonable considering: <ul style="list-style-type: none"> <li>• type of adjustment</li> <li>• number of the same type of adjustments approved in other County Offices in the district.</li> </ul>
4	Verify that the total number of adjustments is reasonable.
5	If an excessive number of adjustments for corrections were made, ensure that the cause of the error is: <ul style="list-style-type: none"> <li>• recognized</li> <li>• alleviated.</li> </ul>
6	Considering the type of adjustment, verify that adjustments were made in a timely manner.
7	Ensure that: <ul style="list-style-type: none"> <li>• all errors are corrected</li> <li>• procedure is uniformly interpreted.</li> </ul>

D When to Review Adjustments

DD’s will review current year base acreage and yield adjustments before issuing ARC/PLC payments.

**Note:** The Base Acreage and Yield Adjustment Report may be run as often as necessary.

## 4 COC, CED, and PA Responsibilities

### A COC Responsibilities

COC's will:

- fully comply with all program provisions
- ensure that CED's fully comply with all program provisions
- thoroughly document all actions taken in the COC minutes
- handle appeals according to 1-APP
- ensure that applicants receive complete and accurate program information.

### B CED Responsibilities

CED's will:

- fully comply with all program provisions
- ensure that all County Office employees fully comply with all program provisions
- handle appeals according to 1-APP
- thoroughly document all actions taken in the COC minutes
- immediately notify SED or designated State Office employee, through DD, of software problems, incomplete or incorrect procedures, specific problems, or findings
- ensure that applicants receive complete and accurate program information.

**Notes:** Because of limited resources, publication may or may not be by direct mail or on an individual basis. FSA meets its publication responsibilities by making broad program announcements in the press, print and electronic media, FR documents, radio and television announcements, and through posting program information in USDA Service Centers.

COC will ensure that program provisions are publicized and maintain a record of all publicity efforts.

**4 COC, CED, and PA Responsibilities (Continued)**

**C PA Responsibilities**

PA's will:

- fully comply with all program provisions
- immediately notify CED of software problems, incomplete or incorrect procedures, or specific problems
- ensure that applicants receive complete and accurate program information.

**D Applicant Responsibilities**

The applicant is responsible for being aware of program provisions.

Programs administered by DAFP require accurate information from applicants. Applicants must understand that failure to provide complete and accurate information may result in the applicant or applicants being held liable under civil or criminal fraud statute or other statute or provision of law.

**5-16 (Reserved)**



**Part 2 Base Acres**

**Section 1 Base Modifications**

**17 Definition and History**

**A Definition of Base Acres**

[7 CFR 1412.3] **Base acres** means, with respect to a covered commodity on a farm, the number of acres in effect on September 30, 2013, as defined in the regulations in 7 CFR part 1412, subpart B that were in effect on that date, subject to any reallocation, adjustment, or reduction. The term “base acres” includes any unassigned base acres.

Covered Commodities			
Barley	Canola	Chickpeas, Large	Chickpeas, Small
Corn	Crambe	Flaxseed	Grain Sorghum
Lentils	Mustard	Oats	Peanuts
Peas, Dry	Rapeseed	Rice, Long Grain	Rice, Long Medium
Safflower	Seed Cotton	Sesame	Soybeans
Sunflower Seed	Wheat		

**B History of Base Acres**

The following chart details the history of how each farm bill affected base acres.

Farm Bill	Name of Record or Program	Years	Calculation Method
Agriculture and Food Act of 1981	CAB (crop acreage base) Payment-in-Kind (PIK)	1982, 1983	Larger of: • 1981 P&CP • 1980 and 1981 average P&CP.
		1984	Average of 1982 and 1983 P&CP.
		1985	Average of 1983 and 1984 P&CP.
Food Security Act of 1985	CAB (crop acreage base) Acreage Reduction Program	1986	Average of 1981-1985 P&CP (except cotton and rice – 3 years).
Food Security Act of 1985 and Food, Agriculture, Conservation and Trade Act of 1990	CAB (crop acreage base) Acreage Reduction Program	1987-1995	Average of 1981-1985 P&CP (except cotton and rice – 3 years).
Federal Agriculture Improvement and Reform Act of 1996	Contract Acres Production Flexibility Contracts	1996-2002	Used 1995 base acres.

17 Definition and History (Continued)

B History of Base Acres (Continued)

Farm Bill	Name of Record or Program	Years	Calculation Method
Farm Security and Rural Investment Act of 2002	Base Acres Direct and Counter-cyclical Program	2002-2008	Added oilseed crops using 1998-2001 P&CP.  Updated base acres using 5 options:  <ol style="list-style-type: none"> <li>1. retain 2002 contract acres as base acres;</li> <li>2. retain 2002 contract acres as base acres and add minimum oilseeds;</li> <li>3. retain 2002 contract acres as base acres and add maximum oilseeds;</li> <li>4. full update – recompute based on 1998-2001 P&amp;CP;</li> <li>5. retain 2002 contract acres but add oilseeds with a partial PFC offset.</li> </ol>
Food, Conservation, and Energy Act of 2008  P.L. 112-240 extended the 2008 Farm Bill through 2013	Base Acres Direct and Counter-cyclical Program  Average Crop Revenue Election (ACRE) Program	2008-2012 2013  2009-2013	Added pulse crops using 1998-2001 P&CP.  Other crops used 2008 base acres.
Agricultural Act of 2014	Base Acres  ARCPLC	2014-2018	Two options:  <ul style="list-style-type: none"> <li>• retain base acres</li> <li>• reallocate base acres using 2009-2012 P&amp;CP.</li> </ul> Upland cotton removed as a covered commodity and replaced with generic base acres.

17 Definition and History (Continued)

B History of Base Acres (Continued)

Farm Bill	Name of Record or Program	Years	Calculation Method
Bipartisan Budget Act of 2018	Base Acres – Affected Generic Base Acres Only  ARCPLC	2018	Added seed cotton as a covered commodity. Converted generic base acres to seed cotton base acres and other covered commodities. Two methods: <ul style="list-style-type: none"> <li>• update generic base acres to seed cotton base acres from 80 to 100%</li> <li>• allocate generic base acres using 2009-2012 P&amp;CP.</li> </ul>
Agricultural Improvement Act of 2018	Base Acres	2019-2023	No change.
Further Continuing Appropriations and Other Extensions Act, 2024	ARCPLC  Base Acres	2024	No change.
American Relief Act, 2025	ARCPLC  Base Acres	2025	No change.
One Big Beautiful Bill Act, 2025	Base Acres  ARCPLC	2026-2031	Added 30 million base acres. Allocated based on crop history from 2019-2023.

18 Eligible and Ineligible Land Uses for Base Acres

A Eligible Uses

DCP cropland, on which base acres are maintained, **must** be used for an agricultural or conserving use. The following provides examples of land uses that are considered agricultural or related and nonagricultural.

<p>Land uses considered <b>agricultural</b> include the following:</p> <ul style="list-style-type: none"> <li>• land meeting DCP cropland definition</li> <li>• sod</li> <li>• farm ponds</li> <li>• aquaculture ponds</li> <li>• nursery acreage devoted to in-ground plants</li> <li>• wildlife habitats</li> <li>• pasture</li> <li>• acreage used to raise domesticated game for restaurants</li> <li>• trees planted for harvest, conservation purposes, recreational uses, or BCAP</li> <li>• temporary hoop houses for nursery agriculture</li> <li>• temporary nonagricultural uses, such as parking for a field day, etc.</li> </ul>	<p>Land uses considered <b>nonagricultural</b> include the following:</p> <ul style="list-style-type: none"> <li>• golf courses and other recreational facilities</li> <li>• land used for commercial development, buildings, or parking lots</li> <li>• strip mines</li> <li>• permanent structures, including those for agricultural uses</li> <li>• land subdivided and developed for multiple residential units or other nonfarming uses if the size of tracts and density of the subdivision is such that the land is unlikely to return to the previous agricultural use</li> <li>• land used for solar panels</li> <li>• pad site for wind turbines</li> <li>• hunting.</li> </ul>
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**Note:** COC’s will submit questionable uses to DAFP, through the State Office, for determinations.

**18 Eligible and Ineligible Land Uses for Base Acres (Continued)****B Limitation on Base Acres**

The total of the following **must not** exceed the DCP cropland acreage on a farm, **except** to the extent there is an established double-cropping history on the farm as follows:

- all base acres on the farm
- any cropland acreage enrolled in:
  - CRP
  - WRE
- any cropland acreage on the farm enrolled in any **Federal** conservation program for which payments are made in exchange for **not** producing an agricultural commodity.

**Notes:** Enrollment in State conservation programs has no impact on base acres

Base acres can only be reduced on CCC-505. If the farm is **not** over based but the tract is out-of-balance, a CCC-517 may be used to redistribute the base.

**C Adjustments to Base Acres**

Base acres may be increased if CRP-1 applicable to the farm expires, is voluntarily terminated, or is released by the Secretary. The adjustment in the base acres of a crop, if any, will be determined by the Secretary. With some exception for double-cropped acres, total base acres on a farm for all covered commodities and peanuts **cannot** exceed the amount equal to the currently available cropland minus the amount of that cropland which is any of the following:

- in CRP
- in WRE
- enrolled in a Federal conservation program for which payments are made in exchange for **not** producing an agricultural commodity on the acreage.

**Note:** Base acres can only be reduced on CCC-505.

18 Eligible and Ineligible Land Uses for Base Acres (Continued)

**D Converting to Nonagricultural Use**

DCP cropland converted to nonagricultural use:

- **must** be removed from cropland and DCP cropland according to 10-CM
- is **not** eligible to maintain base acres from the date of conversion.

When conversion of DCP cropland to nonagricultural use results in base acres exceeding effective DCP cropland for the farm, farm owners have the following available options.

<b>IF the conversion occurred...</b>	<b>THEN within 30 calendar days of the conversion...</b>
<p><b>before</b> September 30 of FY in which the conversion occurred</p>	<p>all owners <b>must</b> do either of the following:</p> <ul style="list-style-type: none"> <li>• complete CCC-505 to permanently reduce applicable base acres</li> <li>• If there are less than 30 calendar days remaining before September 30 of FY at the time of the conversion, base acres may be left unchanged for that FY. Base reductions <b>must</b> be made before any enrollment in the immediately subsequent FY.</li> </ul>
<p><b>after September 30 of FY in which the conversion occurred</b></p>	<p>all owners must complete CCC-505 to permanently reduce applicable base acres effective for FY the conversion occurred.</p> <p>If owners fail to reduce applicable base acres, COC will:</p> <ul style="list-style-type: none"> <li>• permanently reduce applicable base acres</li> <li>• conduct a thorough review of the situation to determine whether the case involves misrepresentation or a scheme or device that defeats the purpose of the ARC/PLC Program.</li> </ul>

## 18 Eligible and Ineligible Land Uses for Base Acres (Continued)

**E Land Enrolled in WRE**

The Agricultural Act of 2014 establishes the ACEP. ACEP repeals WRP but does not affect the validity or terms of any WRP contract, agreement or easement entered into before the date of enactment on February 7, 2014, or any associated payments required to be made in connection with an existing WRP contract, agreement or easement. WRP is now known as WRE.

The statutory provision of the Agricultural Act of 2014 (Pub. L. 113-79), Section 1112(c) **requires** a reduction of base acres, if the sum of the base acres for a farm, together with the following acreage, exceeds the actual cropland for the farm, including the following:

- any acreage on the farm enrolled in CRP or WRE
- any other acreage on the farm enrolled in a conservation program for which payments are made in exchange for **not** producing an agricultural commodity on the acreage.

NRCS has a policy to refer producers to FSA to determine if, after DCP cropland is placed in WRE, base acres must be reduced. Base acre reduction is **not** effective until NRCS notifies FSA that WRE has been recorded.

FSA will assist the landowner and work with NRCS to determine the base acres to reduce.

FSA County Offices **must** ensure that **the statutory provision** specified is met for producers enrolling land in WRE and issuing ARC and PLC Program payments on the same acreage. However, a coordinated effort is **required** with NRCS with certain responsibilities applying to each Agency.

Although NRCS is responsible for notifying FSA when WRE is closed, producers bear responsibility for notifying FSA of changes that affect the ARC and PLC Program eligibility. This handbook specifies that changes in the farming operation that may affect any determination after CCC-862 or CCC-866 is signed will be reported to CCC by all applicable producers by signing a revised CCC-862 or CCC-866 to reflect the change no later than September 30 of the applicable year.

**Reminder:** Although producers have up until the end of the contract period to report changes, if the changes cause or require the need for additional signatures or documents, the additional signatures or documents **must** be submitted by the end of the contract period. Accordingly, producers should **not** wait until September 30 to report changes.

18 Eligible and Ineligible Land Uses for Base Acres (Continued)

E Land Enrolled in WRE (Continued)

After the WRE is **closed**, NRCS will provide documentation about the WRE agreement to the applicable FSA County Office. FSA County Offices will follow the provisions of the following table.

**Note:** If adequate documentation is **not** provided by NRCS to determine acres on cropland and acres on noncropland, FSA County Offices will immediately contact the applicable NRCS Office to obtain the documentation necessary to update FSA records.

Step	Action
1	<p><b>Immediately</b> update CRM according to 10-CM to record the number of acres enrolled in WRE that are on DCP cropland. See 10-CM for additional information.</p> <p><b>Note:</b> Acres enrolled in WRE that are on non-DCP cropland must <b>not</b> be included in the CRM “WRE” field.</p>
2	<p>County Offices will determine whether the number of base acres exceeds the effective DCP cropland plus double-cropped acreage according to 10-CM. If the base acres exceed the effective DCP cropland plus double-cropped acreage, then a reduction to base acres is required by completing CCC-505.</p>
3	<p>If CCC-505 is <b>not</b> filed by the owners of the farm within 30 calendar days according to step 2:</p> <ul style="list-style-type: none"> <li>• COC will initiate CCC-505 reducing the base acreage according to 10-CM</li> <li>• County Office will notify the producers associated with the farm of the COC determination of the reduction of base acres</li> <li>• County Office <b>must</b> ensure that all provisions of 10-CM are met for updating CRM and notifying applicable producers of the revision to the farm records.</li> </ul>
4	<p><b>Immediately</b> update CRM according to 10-CM to reduce the base acres as specified on CCC-505 for FY in which the WRE was recorded or WRE cost-share restoration agreement is approved. CCC-505 includes the number of base acres that will be retired, even if the number of base acres being retired is zero.</p>

## 18 Eligible and Ineligible Land Uses for Base Acres (Continued)

**F Land Under Federal Conservation Programs or Restrictive Easements Other Than WBP, WRE, or EWP Flood Plain Easements**

Cropland acreage under a restrictive easement or agreement will be recorded according to 10-CM.

**Important:** Land under a Federal restrictive easement or agreement may require the permanent reduction of base acres. Base acres will **not** exceed effective DCP cropland plus double-cropped acres.

Placing land under a restrictive easement or agreement may result in a refund of payments received by the applicable producers, if ARC or PLC payments have been issued.

**Example 1:** Land is placed under an easement that prohibits all cropping, haying, and grazing of the acreage. The restrictions prohibiting cropping, haying, and grazing are effective beginning the date the easement is filed.

The easement is filed on November 4, 2020. The land under easement is ineligible for ARC or PLC beginning FY 2021.

After the land under easement is **not** eligible for ARC or PLC, the County Office **must**:

- record the cropland acreage under easement according to 10-CM
- require a reduction in base acres, if applicable.

**Example 2:** Land is placed under a restrictive easement that prohibits all cropping, haying, and grazing of the acreage. The restrictions prohibiting cropping, haying, and grazing are effective when the producer signs the applicable agreement.

**Notes:** The agreement is generally signed **before** an easement is filed.

Submit questionable cases about agreement to the State Office or National Office for review if necessary.

The agreement is signed on July 1, 2021. The easement is filed on November 4, 2021. The land under easement is ineligible for the ARC and PLC Program beginning FY 2021.

After the land under easement is **not** eligible for the ARC and PLC Program, the County Office will:

- record the cropland acreage under easement according to 10-CM
- require a reduction in base acres, if applicable.

**18 Eligible and Ineligible Land Uses for Base Acres (Continued)****G Land Enrolled in CRP**

Enrollment of land into CRP may require a reduction of base acres.

**19 Base Acre Reductions****A Voluntary Permanent Base Acres Reduction**

Owners may permanently reduce base acreage at any time. A reduction:

- **must** be recorded on CCC-505
- may be for a part or all of 1 or more crops' base acres

**Note:** Each crop's base acres are recorded at the tract level. Therefore, owners **must** designate the tract level reduction on CCC-505.

- is effective for the ARC and PLC Program year entered in CCC-505, item 4, when all applicable owners' signatures, including the signatures of owners having an undivided ownership interest, are obtained on CCC-505
- will **not** be reinstated after the reduction in base acres becomes effective.

**Note:** Reductions of base acres are permanent when the base reduction was made for reasons other than CRP enrollment.

**Exception:** Base acres reduced because of cropland enrollment into CRP may be restored to the farm for a program year if CRP-1 is voluntarily terminated, expired, or early released by the end of the ARC and PLC enrollment period for that ARCPLC program year.

**Note:** Participants **must** refund any overpayments caused by a reduction.

**B Producer Requested Base Acres Reduction**

The owners on the farm may request that the reduction of cropland and base acreage be immediately completed. In this situation, the following actions will be taken:

- adjust the cropland in farm maintenance according to 10-CM
- owners **must** complete CCC-505 to permanently reduce base acres, complete CCC-517 to redistribute base acres, or both
- utilize the CCC-505 or CCC-517 Wizard to complete base reductions or redistributions.

## 20 Base Acre Reductions for CRP or WRE Enrollment

### A General Rule

The sum of the following will **not** exceed DCP cropland on the farm **except** to the extent there is an established double-cropped history on the farm:

- all base acres
- cropland enrolled in:
  - CRP
  - EWP
  - WBP
  - WRE
- cropland or DCP cropland enrolled in GRP
- cropland enrolled in any conservation program for which payments are made in exchange for **not** producing an agricultural commodity.

### B When to Determine Reduction Acres for CRP

County Offices will calculate the number of acres on a farm that may be enrolled in CRP without requiring a reduction to base acres at the time the producer submits CRP-2 or CRP-2C.

When the producer determines to reduce base acres on a farm because of enrolling in CRP, the producer **must** complete CCC-505 at the time the acres are being offered for CRP.

**Note:** Producers may elect to modify the number of acres offered for CRP instead of reducing base acres on the farm.

### C When to Determine Reduction Acres for WRE

County Offices will follow the provisions in paragraph 18 immediately when notified by NRCS that the WRE easement is closed or the cost-share restoration agreement is approved.

20 Base Acre Reductions for CRP or WRE Enrollment (Continued)

**D Determining Reduction Acres**

County Offices will use the following table to determine whether enrolling land into:

- CRP will require a reduction in any of the following:
  - base acres
  - number of acres offered for CRP
- WRE will require a reduction in base acres according to the 2014 Farm Bill statutory provision.

Step	Action		
1	Print FSA-156EZ for farm on which the acres are being offered for enrollment into CRP or WRE. See 10-CM for instructions on printing FSA-156EZ.		
2	From FSA-156EZ, determine the number of double-cropped base acres by subtracting total base acreage from effective DCP cropland acres.		
3	Add: <ul style="list-style-type: none"> <li>• effective DCP cropland from FSA-156EZ, plus</li> <li>• result of step 2.</li> </ul> <p><b>Note:</b> If the result of step 2 is negative, use the effective DCP cropland.</p>		
4	From FSA-156EZ, determine the total base acres for the farm.		
5	Subtract result of step 3 from result of step 4.		
6	<b>IF the result of step 5 is...</b>	<b>AND the program is...</b>	<b>THEN...</b>
	negative		<ul style="list-style-type: none"> <li>• 1 or more tracts on the farm are out-of-balance</li> <li>• correct out-of-balance tracts and return to step 1.</li> </ul>
	zero	CRP	no cropland or DCP cropland acres on the farm can be enrolled into CRP <b>unless</b> base acres are reduced in an amount equal to the number of acres offered for CRP. An additional reduction may be required if the farm has double-cropped acreage included in the base acres. See 10-CM for additional information on updating acreage information.
		WRE	no cropland or DCP cropland acres on the farm can be devoted to WRE <b>unless</b> base acres are reduced by the number of acres being recorded for the WRE or cost-share restoration agreement. An additional reduction may be required if the farm has double-cropped acreage included in the base acres. See 10-CM for additional information on updating acreage information.

20 Base Acre Reductions for CRP, or WRE Enrollment (Continued)

D Determining Reduction Acres (Continued)

Step	Action		
6 (Cntd)	<b>IF the result of step 5 is...</b>	<b>AND the program is...</b>	<b>THEN...</b>
	greater than zero	CRP	<ul style="list-style-type: none"> <li>• cropland acres or DCP cropland acres in an amount equal to the result of step 5 may be enrolled in CRP without a reduction to base acres on the farm</li> <li>• cropland acres or DCP cropland acres in an amount exceeding the result of step 5 may <b>not</b> be enrolled in CRP without a corresponding reduction in base acres on the farm.</li> </ul>
		WRE	<ul style="list-style-type: none"> <li>• cropland acres or DCP cropland acres in an amount equal to the result of step 5 may be devoted to WRE without reduction to base acres on the farm</li> <li>• cropland acres or DCP cropland acres in an amount exceeding the result of step 5 <b>cannot</b> be devoted to WRE <b>unless</b> base acres are reduced on the farm.</li> </ul>

E Producer Options

When enrollment in CRP will result in a reduction of base acres on the farm, the owner will, at the time CRP-2 or CRP-2C is submitted, elect 1 of the following:

- reduce the number of acres offered for CRP to an amount that results in no reduction to base acres
- execute CCC-505 to reduce applicable number of base acres on the farm
- reduce a combination of the number of acres offered for CRP and the number of base acres on the farm.

**Notes:** When CCC-505 is executed because of land offered for enrollment in CRP, base acres must **not** be reduced until applicable CRP-1 becomes effective

If acres offered for CRP are **not** accepted in CRP, applicable base acres will **not** be reduced.

## 20 Base Acre Reductions for CRP, or WRE Enrollment (Continued)

## E Producer Options (Continued)

**Example 1:** FSN 1 consists of the following:

- 100.00 acres effective DCP cropland
- 100.00 acres cropland
- 0.00 double-cropped acres
- 90.00 base acres.

Owner of FSN 1 offers 15.00 cropland acres for enrollment in CRP during general signup. The number of cropland acres that may be enrolled in CRP on FSN 1 without requiring a reduction to base acres is 10.00 acres ( $100 + 0 - 90 = 10$ ). Therefore, the owner **must** elect 1 of the following at the time CRP-2 is submitted:

- reduce the number of cropland acres offered for CRP by at least 5.00 acres
- execute CCC-505 to reduce base acres by at least 5 acres
- reduce a combination of the number of acres offered for CRP and the number of base acres by a total of 5.00 acres.

**Example 2:** FSN 200 consists of the following:

- 100.00 acres effective DCP cropland
- 75.00 cropland acres
- 25.00 double-cropped acres
- 125.00 base acres.

Owner of FSN 200 offers 15.00 cropland acres for enrollment in CRP during general signup. The number of cropland acres that may be enrolled in CRP on FSN 200 without requiring a reduction to base acres is 0.00 acres ( $100 + 25 - 125 = 0$ ). Therefore, the owner **must** elect 1 of the following at the time CRP-2 is submitted:

- **not** offer any cropland acres for enrollment in CRP
- execute CCC-505 to reduce base acres by at least 15.00 acres
- reduce a combination of the number of acres offered for CRP and the number of base acres by a total of 15.00 acres.

## 20 Base Acre Reductions for CRP, or WRE Enrollment (Continued)

### F When to Complete CCC-505 to Reduce Base Acres

When the producer elects to reduce base acres because of enrollment in CRP, the producer will complete CCC-505 for CRP.

**Reminder:** FSA is required to ensure that benefits are **not** issued to the producer for both programs. County Offices will follow the provisions of paragraph 18 to ensure that base acres are correctly reduced.

### G Effective Date of Base Acre Reduction for CRP

Base acre reductions required because of CRP participation will become effective for the same FY the corresponding CRP-1 becomes effective.

The ARC and PLC Program year entered on CCC-505 will be the ARC and PLC Program year in which the corresponding CRP-1 becomes effective. The County Office will file copy of CCC-505 in **both** the applicable ARCPLC and CRP folders, when base acres are reduced because of CRP participation.

**Example:** Cropland was offered for enrollment in CRP on May 5, 2020. CRP-1 was effective October 1, 2020. CCC-505 to reduce base acres was signed by all owners at the time CRP-1 was submitted (May 5, 2020) with a program year of 2021 (equal to FY of CRP-1).

Base acre reductions will become effective October 1, 2020 (FY 2021). If acres offered for CRP are **not** accepted, then base acres will **not** be reduced.

### H Effective Date of Base Acre Reduction for GRP

Base acre reductions because of GRP participation were effective as follows:

- date GRP easement was filed, if land was enrolled using an easement
- date CCC-920 was approved by CCC.

The County Office was **required** to file a copy of CCC-505 in **both** the applicable ARCPLC and GRP folder.

**20 Base Acre Reductions for CRP, or WRE Enrollment (Continued)****I Effective Date of Base Acre Reduction for WRE**

Base acre reduction because of enrollment in WRE will be effective as follows:

- date WRE easement is closed
- date WRE cost-share restoration agreement is approved.

County Offices **must** file a copy of CCC-505 in the applicable ARCPLC folder.

**J Restoration of Base Acres Reduced for Enrollment in CRP after September 30, 2018**

Base acres reduced because of cropland enrollment into CRP after September 30, 2018, may be restored to the farm if CRP-1 is voluntarily terminated, provided there is sufficient DCP cropland available and all other requirements are met.

**Important:** To ensure that the applicable base acres may be restored to a farm, CCC-505 **must** include all information required according to paragraph 19, including the information required in CCC-505, item 16. Incomplete CCC-505's may result in base acres **not** being restored to a farm.

**K Restoration of Base Acres Reduced for Enrollment in GRP**

Base acres reduced because of enrollment into GRP may be restored to the farm when **both** of the following are met, provided there is sufficient DCP cropland available and all other requirements are met:

- land is no longer enrolled in GRP
- life of easement has expired.

**Important:** To ensure that the applicable base acres may be restored to a farm, CCC-505 **must** include all information required according to paragraph 19, including the information required in CCC-505, item 16. Incomplete CCC-505's may result in base acres **not** being restored to a farm.

## 21 Adjusting Base Acres for CRP-1 Expiration, Voluntary Termination, or Early Release

### A Policy

Only reinstated base acreage from CRP-1's that expire, are voluntarily terminated, or early released after September 30, 2018, are eligible to be enrolled into the applicable year's CCC-862 or CCC-866 providing base acreage reinstatement, enrollment, or application are completed by the applicable enrollment or application deadline.

If base acres were eligible to be restored, the reinstated base acres:

- will be distributed to the tract previously enrolled in CRP or to the tract from which the base acres were removed
- will receive a PLC yield equal to the tract level CC yield for this crop at the time the applicable acreage was removed
- if a CC yield was **not** assigned or **cannot** be found for the applicable crop on the farm, then the county average CC yield will be assigned for the applicable crop
- are subject to the program election made for the farm or crop by the election deadline according to 1-ARCPLC (Rev. 1)

**Note:** See 10-CM for updating CRM and FRMS.

- if the covered commodity to be restored has base acres that exist on the farm before the restoration, then:
  - restore the base acres to the applicable tract and farm
  - the covered commodity's election is the election that is in place and will apply for that covered commodity on the farm
  - the covered commodity will receive the PLC yield currently established for the crop on the farm

**Note:** No further yield update is allowed.

- if the covered commodity to be restored does **not** have base acres that exist on the farm before the restoration, then:
  - restore the base acres to the applicable tract and farm once all producers have completed an election for the applicable covered commodity on CCC-866-1 according to 1-ARCPLC (Rev. 1)

## 21 Adjusting Base Acres for CRP-1 Expiration, Voluntary Termination, or Early Release (Continued)

### A Policy (Continued)

- the election must be completed by the **later of** 30 calendar days from notification or the end of the election period for the applicable program year

**Note:** Because there is no election for crop year 2020, the deadline is 30 calendar days from the notification.

- failure to make an election by the deadline will result in a default election of PLC for the applicable base crop being restored on the farm

**Exception:** Restored base acres on ARC-IC farms are not required to make an election.

**Note:** A resulting farm from a parent farm that made a PLC or ARC-CO election cannot make an ARC-IC election.

- the covered commodity will receive a PLC yield equal to the **higher of** the following:
  - CC yield for the crop at the time the applicable base acreage was reduced
  - county average CC yield for the applicable crop.

**Notes:** County average CC yield information may be found at [https://www.fsa.usda.gov/programs-and-services/arcplc\\_program/arcplc-program-data/index](https://www.fsa.usda.gov/programs-and-services/arcplc_program/arcplc-program-data/index). Click the plus sign next to “Farm Bill 2018” under “Non-Program Year Specific Data” and click the Excel link next to “Counter-cyclical Payment County Yields”.

The owner will have the opportunity to update the yield using the farm’s actual yield per planted acre for the 2013 through 2017 crop years. The opportunity to update the yield must be completed during the 30-calendar-day notification period.

See Exhibit 2 for the definition of voluntarily terminated.

## 21 Adjusting Base Acres for CRP-1 Expiration, Voluntary Termination, or Early Release (Continued)

### B Limitation on Base Acres

The total base acres on a farm **must not** exceed DCP cropland according to paragraph 18.

Base acres reinstated under the previous CRP-1 **must not** be enrolled in ARCPLC **unless** the total DCP cropland for the farm is sufficient to support the additional base acres. Therefore, County Offices **must** determine the amount of previously reduced base acres that may be enrolled in ARCPLC.

Before enrolling base acres into ARCPLC acreage previously under CRP-1, a farm may be combined with another farm to increase the amount of DCP cropland to support the additional base acreage, if both of the following are met:

- all provisions of 10-CM for farm combinations are met
- the combination is completed before the final date to enroll the reinstated base acres.

### C Timing of Adjustments and Payments

Participants who elect to voluntarily terminate CRP-1 or who have acres affected by early release before the CRP-1 expiration date:

- **must** choose to receive **either** of the following for FY in which CRP-1 was voluntarily terminated:
  - ARC and PLC payments
  - CRP payment, if applicable
- **cannot** receive ARCPLC payments together with CRP payments on the same acreage for the same FY.

21 **Adjusting Base Acres for CRP-1 Expiration, Voluntary Termination, or Early Release (Continued)**

**C Timing of Adjustments and Payments (Continued)**

Adjustments to base acres on a farm because of CRP-1 that expires, is voluntarily terminated, or early released after September 30, 2018, and before October 1, 2031, may be made according to the following table, if all other eligibility requirements are met.

<b>IF CRP-1 expires, is voluntarily terminated, or is early released...</b>	<b>THEN eligible farms may...</b>	<b>AND be paid full ARCPLC in FY...</b>
before September 30, 2019	have base acres reinstated to the farm to be used for: <ul style="list-style-type: none"> <li>• election of ARC or PLC</li> <li>• enrollment into 2019 ARC or PLC</li> </ul>	2019, subject to CCC-862 or CCC-866 if applicable.
September 30, 2019, through September 30, 2031	have base acres reinstated to the farm for the applicable year, 2020 through 2031, to be used for: <ul style="list-style-type: none"> <li>• election of ARC or PLC (2021 through 2031)</li> <li>• enrollment into CCC-862 or CCC-866 for the applicable year</li> </ul>	in which base acres are reinstated and subject to CCC-862 or CCC-866.

**D Documentation Requirements**

For base acres to be reinstated, there must be documentation on file showing the reduction was because of CRP. If CCC-505 is not available showing the original reduction, alternate information may be used. When using alternate information, **all** the following must be met:

- the documentation must clearly show the reduction was because of CRP
- the amount of base acres reduced and requested to be reinstated must match up with CRP contacts
- COC **must** review all documentation and approve
- all reviews and approvals **must** be documented in the COC minutes.

**E CCC-505 CRP Reduction Acres but No CRP Report**

The CCC-505 Reduction Acres with No CRP Cropland report may assist counties with identifying tracts where bases are eligible to be restored because of CRP expiration. Users should follow this handbook, and any additional reports provided to ensure that bases are being restored, reduced, or redistributed as required because of CRP contract changes.

21 **Adjusting Base Acres for CRP-1 Expiration, Voluntary Termination, or Early Release (Continued)**

**E CCC-505 CRP Reduction Acres but No CRP Report (Continued)**

A report listing tracts with CCC-505 reduction acres, but no CRP cropland acres is generated and provided monthly by the National Office to State Office Farm Records and GIS specialists. State Offices are required to provide the report to local County Offices timely and assist with any needed remediation.

County Offices must timely review and take corrective action. Following are potential reasons and the associated resolution to remediate outstanding CCC-505 CRP Reduction Acres.

<b>Potential Circumstances</b>	<b>Resolution</b>
Active contract in CCMS but no corresponding CRP data entered at the field level in Farm Records.	Add the CRP contract data to the applicable field(s) in the field level CRP Data assignment block.
Contract has expired, was early released, or voluntarily terminated and the base acres have already been restored to the Tract Crop Data assignment block, but CCC-505 CRP Reduction Acres have not been removed.	Delete data from the Tract CCC-505 CRP Reduction Data assignment block.
Contract has expired, early released, or voluntarily terminated and the base acres have <b>not</b> been restored to the Tract Crop Data assignment block.	Restore the base acres according to this handbook. Delete the reduction acres in tract level CCC-505 CRP Reduction Data assignment block in the program year after the CRP contract ends once base acres are restored.
COC has terminated a CRP contract because of violation.	CCC-505 CRP Reduction Acres are not eligible to be restored. Remove CRP contract data from the field level CRP Data assignment block. Delete CCC-505 CRP Reduction Data.
Producer associated with the CRP contract is deceased and the new producer on the farm does not succeed to the CRP contract. A partial payment for the original producer has been elected, and the base acres have <b>not</b> been restored to the Tract Crop Data assignment block.	CRP contract data should remain entered on the applicable CRP fields through the program year. No action required this program year. Base acres will need to be restored and Tract CCC-505 CRP Reduction data deleted in the next program year.
CCC-505 reduction acres are entered on the incorrect tract in CRM Farm Records.	Enter the CCC-505 CRP Reduction data on the correct tract. Delete the CCC-505 CRP Reduction data entered on the wrong tract.
<b>Note:</b> CCC-505 CRP Reduction Acres that should have been restored in a year before current can only be restored in the year identified. See paragraph 22 for base correction provisions.	

## 21 Adjusting Base Acres for CRP-1 Expiration, Voluntary Termination, or Early Release (Continued)

### F Example 1

Jane Smith enrolled 100 acres of cropland on FSN 56 in CRP. CRP-1 became effective on October 1, 2020. Before enrollment of the 100.00 acres of cropland into CRP, FSN 56 had:

- 500.00 acres cropland
- 410.00 base acres
- 0.00 CRP acres.

The total amount of base acres plus CRP acres **cannot** exceed the farm's cropland plus double-cropping history. Accordingly, Jane Smith executed CCC-505 to reduce the base acres on FSN 56 to 400.00 acres. After enrollment of the 100.00 acres of cropland into CRP, FSN 56 has:

- 500.00 acres cropland
- 400.00 base acres
- 100.00 CRP acres
- 10.00 wheat base acres reduced on CCC-505.

On September 1, 2021, Jane Smith voluntarily terminates 2.30 acres from CRP. The 2.30 acres will be used for a horse pasture. The voluntary termination of 2.30 acres from CRP was approved by the applicable CCC official. After the voluntary termination of the 2.30 acres of CRP is approved, and all other eligibility requirements are met, the County Office will:

- notify all producers and owners, in writing, that the 2.30 wheat base acres are available for enrollment into ARCPLC
- increase the base acres on FSN 56 to 402.3
- notate the 2.30 base acre reinstatement in CCC-505 "Remarks" section.

After the modifications to FY 2021 FRMS have been completed, FSN 56 has:

- 500.00 acres cropland
- 402.30 base acres
- 97.70 CRP acres
- 7.70 base acres reduced on CCC-505.

## 21 Adjusting Base Acres for CRP-1 Expiration, Voluntary Termination, or Early Release (Continued)

### G Example 2

Mike Jones enrolled 100 acres of cropland on FSN 119 in CRP during signup. CRP-1 became effective on October 1, 2022. Before enrollment of the 100 acres of cropland into CRP, FSN 119 had:

- 500.00 acres cropland
- 410.00 base acres
- 0.00 CRP acres.

The total amount of base acres plus CRP acres **cannot** exceed the farm's cropland. Accordingly, Mike Jones executed CCC-505 to reduce the base acres on FSN 119 to 400.00 acres. After enrollment of the 100 acres of cropland into CRP, FSN 119 has:

- 500.00 acres cropland
- 400.00 base acres
- 100.00 CRP acres
- 10.00 wheat base acres reduced on CCC-505.

On July 1, 2023, Mike Jones voluntarily terminates 2.30 acres from CRP. The 2.30 acres will be used to build a house and out buildings. The voluntary termination of 2.30 acres from CRP was approved by the applicable CCC official. Because a house and out buildings do **not** meet the requirements to be considered cropland, and the producer does **not** have enough available cropland, the County Office **must not** make any modifications to base acres or acres recorded on CCC-505 for FSN 119.

After modifications have been made to CRP-1, FSN 119 has:

- 497.70 acres cropland
- 400.00 base acres
- 97.70 CRP acres
- 10.00 wheat base acres reduced on CCC-505.

## 21 Adjusting Base Acres for CRP-1 Expiration, Voluntary Termination, or Early Release (Continued)

### H Example 3

Joe Brown enrolled 10.00 acres of cropland on FSN 989 in CRP during signup. CRP-1 became effective on October 1, 2020. Before enrollment of the 10.00 acres of cropland into CRP, FSN 989 had:

- 25.00 acres cropland
- 20.00 base acres
- 0.00 CRP acres.

The total amount of base acres plus CRP acres **cannot** exceed the farm's cropland. Accordingly, Joe Brown executed CCC-505 to reduce the base acres on FSN 989 to 15.00 acres. After enrollment of the 10 acres of cropland into CRP, FSN 989 has:

- 25.00 acres cropland
- 15.00 base acres
- 10.00 CRP base acres
- 5.00 wheat base acres reduced on CCC-505.

On May 1, 2021, Joe Brown sold 15.00 acres of non-CRP land. As a result of the land sale, FSN 989 has:

- 10.00 acres cropland
- 0.00 base acres
- 10.00 CRP acres
- 5.00 wheat base acres reduced on CCC-505.

On May 15, 2021, Joe Brown voluntarily terminated his CRP-1. Joe Brown will use 7 acres to build a house, out buildings, and a tennis court; and 3.00 acres will be returned to crop production. The voluntary termination from CRP was approved by the applicable CCC official. After the voluntary termination of CRP-1 is approved, and all other eligibility requirements are met, the County Office **must**:

- notify all producers and owners, in writing, that the 3.00 wheat base acres are available for enrollment into ARCPLC
- increase the base acres on FSN 989 to 3.00 base acres, if the producer enrolls the base acres into ARCPLC by the applicable ARCPLC enrollment deadline
- notate the 3 base acre reinstatement in CCC-505.

21 **Adjusting Base Acres for CRP-1 Expiration, Voluntary Termination, or Early Release (Continued)**

**H Example 3 (Continued)**

After the modifications to the applicable FY 2021 FRMS are completed, FSN 989 has:

- 3.00 acres cropland
- 3.00 base acres
- 0.00 CRP acres
- 2.00 wheat base acres reduced on CCC-505.

22 **Base Acre Corrections**

**A Base Acre Correction Policy**

Base acre corrections, **except** statutory restorations, limited to the adjustments shown in this subparagraph, may be approved by COC, with the concurrence of a State Office representative.

The following are base acre corrections that may be approved:

- base acres that were **not** correctly restored after CRP expired or were early terminated in a prior year

**Note:** County Offices will complete these base restorations for the year in which the error is found and will restore base acres to the applicable tract and farm.

- base acres that were not loaded correctly in CRM, as applicable.

Statutory allowed base adjustments are CRP base adjustments allowed under paragraph 21.

County Offices will thoroughly review with COC and document in the COC executive minutes all base acreage corrections completed according to this paragraph.

**Note:** A State Office representative must concur with any corrections made by COC.

## 22 Base Acre Corrections (Continued)

### B Base Acre Correction Notification Policy

Notification of base acre corrections to owners and operators on the farm is:

- **not** required if the base acre correction was performed before issuing the Base and Yield Notice
- required if corrections to base acres of covered commodities on the farm are made after issuing the Base and Yield Notice.

**Note:** Appeal rights must be provided.

## 23 Out-of-Balance Tracts

### A Background

A tract is out-of-balance if the tract's base acres are in excess of the tract's effective DCP cropland plus double-cropped acres. Corrective action must be performed on all out-of-balance tracts.

The status of tracts may change frequently and may require constant action. Following are reasons that the status of a tract may change:

- land is enrolled into CRP
- existing CRP-1's expire or are terminated
- DCP cropland changes
- bases have never been balanced since base acres were moved from the farm level to the tract level or because of rounding issues when farm records acreage moved to hundredths.

The Out-of-Balance Tract Report is generated and provided monthly by the National Office to State Office Farm Records/GIS specialists. State Offices are required to timely provide the report to local offices and assist with any needed remediation.

County Offices must review and take applicable corrective action to balance all tracts. Out-of-balance tracts are balanced by:

- reviewing cropland boundaries and attributes to ensure the correct number of cropland acres are associated with the tract
- completing CCC-517 to redistribute base to other tract(s) with available free acres
- completing CCC-505 base to reduce base acres.

## 23 Out-of-Balance Tracts (Continued)

### B Balancing Tract Data

If a tract is out-of-balance, the tract acres must be adjusted according to either of the following:

- if the farm cannot support the excess acres, the owner or owners of the out-of-balance tract must complete CCC-505 to permanently reduce excess base acres on either of the following:
  - the specific tract that is out-of-balance
  - specific crops from multiple tracts if all tract owners agree

**Note:** See subparagraph 25 A for instructions on completing a manual CCC-505.

- if the farm can support the excess base acres on the out-of-balance tract, the owner or owners of the tract with the excess base must be notified and given an opportunity to either redistribute using CCC-517 or permanently reduce the acres; see paragraph 26 for instructions on completing CCC-517.

**Notes:** County Offices may redistribute amounts of .10 acres or less or reduce amounts of .10 acres or less if the farm is over based, without first contacting the tract owner(s).

See Part 2, Section 1 for instructions on completing CCC-517.

Before initiating CCC-505 or CCC-517, the County Office must verify the following:

- cropland CLU boundaries are accurately delineated and attributed to ensure the correct number of cropland acres
- DCP Ag Related Activity acres at the tract level are correct
- all land enrolled in CRP is accurately delineated and the CRP contract information at the field level matches the CRP contract in CCMS
- all tract level acreage manually entered for any of the other conservation entries (for example, WRP or WBP) is correct
- double-cropped acres are correct.

## 23 Out-of-Balance Tracts (Continued)

### B Balancing Tract Data (Continued)

The County Office will mail a letter to the owner or owners of the tract that is out-of-balance. The following is an example of the language that should be contained the letter.

“Tract number XX on farm number XX has more base acres than effective Direct and Counter-Cyclical Program (DCP) cropland plus double-cropped acres. The excess base acres on tract XX must be either redistributed to the other tracts on the farm or be permanently reduced on the tract. If you do not contact this office and complete CCC-517, CCC-505, or both, within 30 calendar days from the date of this letter, the County Committee will redistribute the tract’s excess base acres to the other tracts on the farm based on each tract’s available effective DCP cropland. If the County Committee is unable to redistribute excess base acres to other tracts, the base will be permanently reduced. Any unassigned base on the tract will be redistributed or reduced first with further redistribution or reduction being made proportionally from all other base crops on the tract as necessary.”

### C County Office and COC Action

If the tract owners do not complete CCC-517, CCC-505, or both within 30 calendar days, the following action will occur:

- County Offices will:
  - redistribute excess base acres using CCC-517, according to paragraph 23 proportionately for all base acres, unless unassigned generic base acres are available
 

**Note:** If the tract contains unassigned generic base acres, redistribute these acres first and then if the tract is still out-of-balance, redistribute the remaining base acres proportionately.
  - for excess base that cannot be redistributed, complete CCC-505 according to paragraph 25, reducing the base acres proportionately for each covered commodity unless unassigned base acres are available
 

**Note:** If the tract contains unassigned base acres, reduce these acres first and then if the tract is still out-of-balance, reduce the remaining base acres proportionately.

## 23 Out-of-Balance Tracts (Continued)

### C County Office and COC Action (Continued)

- document in CCC-517, item 7 or CCC-505, item 15A, “No CCC-517 and/or CCC-505 completed by owner(s) within 30 calendar days of notification”, as applicable
- obtain COC approval on CCC-505, if applicable
- reduce base acres according to CCC-505
- file the producer letter and CCC-505, if applicable, in the farm folder
- COC must document reduction and redistribution in the COC minutes.

**Note:** CCC-517 must be signed by all tract owners on the affected tracts to be considered complete. If all owners on each tract with base acres that are either increased or decreased do not sign CCC-517 within 30 calendar days of notification, CCC-517 will be considered null and void and the County Office must follow procedure in this paragraph to redistribute excess base acres, permanently reduce excess base acres, or both.

Because redistributing the base acres on a farm is not a benefit determination, COC action is not a decision that generates any appeal by a participant according to 1-APP. The County Office will provide the owners with an updated copy of FSA-156EZ, Base and Yield Notice, and a notification letter explaining the action and that it was based on the letter dated (insert date of letter sent). The letter should inform the owners of the acres by crops that were redistributed to the other tracts on the farm. See 10-CM for more information on FSA-156EZ and Base and Yield Notices.

See 1-APP for more information about adverse decisions made for participants.

### D Instructions for Adjusting Acres

Using CCC-505 and CCC-517 wizards is required for completing base reductions and base redistributions. Part 2 contains instructions for using farm records automated CCC-505 base reduction and CCC-517 base redistribution tools, including explanation of reasons codes utilized during the automated processes.

**Important:** Correct use of reason codes is important to capture the basis for the adjustments being made.

23 Out-of-Balance Tracts (Continued)

E Adjusting Yields

As base acres are redistributed among tracts, the tract level PLC yields must be manually adjusted if the tracts involved in the redistribution of acres have different tract level yields. The following is an example:

- tract 1:
  - 100.53 corn base acres
  - 130.0000 bushels/acre tract PLC yield
  
- tract 2:
  - 100.08 corn base acres
  - 80.0000 bushels/acre tract PLC yield.

Tract 2 redistributes 20 corn base acres to tract 1. Recalculate tract 1’s yield according to the following.

Step	Action
1	Multiply the base acres being redistributed from tract 2 (20.00) by tract 2’s PLC yield (80.0000) to establish the bushel extension (1,600.0000).
2	Multiply the base acres on tract 1 (100.53) by tract 1’s PLC yield (130.0000) to establish the tract’s bushel extension (13,068.9000).
3	Add the bushel extension in step 1 (1,600.0000) and step 2 (13,068.9000) to establish the total bushel extension (14,668.9000).
4	Add the base acres from step 1 (20.00) and step 2 (100.53) to establish the resulting corn base acres on tract 1 (120.53).
5	Divide the results of step 3 (14,668.9000) by the total base acres from step 4 (120.53) to establish the new counter-cyclical yield for tract 1.

**Note:** The farm level yields must not be increased or decreased when recalculating the tract yields according to paragraph 129.

23 Out-of-Balance Tracts (Continued)

**F Redistributing Base Acres Using CCC-517 Before Enrolling in CRP**

Owners may have to permanently reduce base acres using CCC-505 when part of a farm is enrolled in CRP to avoid an out-of-balance tract. If a base reduction is required, reductions must be completed and retained as CCC-505 Reduction Acres on the tract enrolled in CRP. Owners may not want to permanently reduce the base acres associated with specific crops on the tracts being enrolled in CRP. In this situation, County Offices will use the steps in the following table to redistribute base crops between tract before permanently reducing selected crops.

Step	Action
1	Have the owners complete and sign CCC-517 to redistribute the base acres on the farm so that the base acres for crops that the owners want to reduce are on the tracts being enrolled into CRP.  <b>Note:</b> All owners on the tracts with base acres being reduced or increased must sign CCC-517 agreeing to the base redistribution.
2	Redistribute the base acres through farm maintenance and use reason code “CCC-517”.
3	Initiate CCC-505 to permanently reduce the base acres that were redistributed to the tracts being enrolled in CRP.
4	Reduce the base acres according to CCC-505 through farm maintenance and use reason code “CCC-505 due to CRP enrollment”. See work instructions “Base Reduction for New CRP Tract Level” and “CCC-505_Base Reduction”. See Part 2 for instructions on using the farm records automated CCC-505 base reduction tool.

**G Maintaining Base Acres Reduced Because of CRP**

Base acres reduced on CCC-505 because of CRP enrollment may be eligible to be restored once the CRP contract has expired, been voluntarily terminated, or released early. To maintain and track the acres eligible to be restored, base acres reduced because of CRP enrollment must be entered into the CCC-505 CRP Reduction Data assignment block. Bases must be reduced from and retained with the tract enrolled in CRP that resulted in the base reduction. See 10-CM, Part 7, Section 2 for instructions on entering the CCC-505 CRP Reduction Data in CRM. CCC-505’s completed through the automated CCC-505 wizard will automatically be populated in the CCC-505 CRP Reduction Data assignment block. More details on the auto-population are found in paragraph 165.

To ensure correct tracking of base reductions associated with a CRP contract, separate CCC-505’s are required for each CRP contract. CCC-505 wizard must be completed separately for each contract, which will result in separate CCC-505 Reduction Acre entries for each contract.

24 **Examples of Handling Out-of-Balance Resulting Tracts with Double-Cropped Acres**

**A Overview**

This paragraph contains examples that may occur when dividing tracts with double-cropped acres. Use the applicable example to determine what corrective action, if any, is needed on the resulting out-of-balance tracts.

In all of the examples, tract 1 is being divided into tract 2 and tract 3.

**B General Rules**

The double-cropped acres move with the bases to the extent allowable. Double-cropped acres on a tract cannot exceed the effective DCP cropland on the tract. County Offices have the authority to move double-cropped acres with the bases as needed.

Use the following table to determine how an out-of-balance tract is treated upon completion of the tract division.

<b>IF the out-of-balance tract will....</b>	<b>THEN...</b>
be divided off and combined with another farm with sufficient effective DCP cropland	leave the tract out-of-balance until the combination. On the combined farm correct the out-of-balance condition.
be divided off but not combined with another farm	before the farm is divided, correct the out-of-balance condition.
not be divided off	correct the out-of-balance condition.

**C Example 1: DCP Cropland Method of Division**

Base acres and double-cropped acres will be divided using the effective DCP cropland ratio. Since both base acres and double-cropped acres are divided according to the effective DCP cropland ratio, no out-of-balance tracts should be created and no corrective action should be necessary.

**D Example 2: Designation or Estate Method of Division Without Conservation Acres**

In this example, both the sorghum base and soybean base are divided using the designation by landowner method.

<b>Tract 1</b>	<b>Tract 2</b>	<b>Tract 3</b>
100.00 acres DCP cropland 70/30 split	70.00	30.00
100.00 acres effective DCP cropland	70.00	30.00
50.00 acres double-cropped	35.00	15.00
<b>Total effective DCP cropland plus acres double-cropped</b>	<b>105.00</b>	<b>45.00</b>
75.00 sorghum base acres	7.00	0.00
75.00 soybean base acres	0.00	75.00
<b>Total bases acres</b>	<b>75.00</b>	<b>75.00</b>

**24 Examples of Handling Out-of-Balance Resulting Tracts with Double-Cropped Acres (Continued)**

**D Example 2: Designation or Estate Method of Division Without Conservation Acres (Continued)**

Tract 3 is out-of-balance by 30.00 acres; move 15.00 double-cropped acres from tract 2 to tract 3. The double-cropped acres on tract 3 are limited by effective DCP cropland.

After moving 15.00 double-cropped acres, tract 3 is still out-of-balance by 15.00 acres. See the table in subparagraph B to determine the next step for tract 3.

**E Example 3: Designation or Estate Method of Division with Conservation Acres**

In this example, the bases are divided using the designation by landowner or estate method. This tract also contains CRP acres, so the DCP cropland and effective DCP cropland are different. The double-cropped acres will be divided using the effective DCP cropland ratio.

<b>Tract 1</b>	<b>Tract 2</b>	<b>Tract 3</b>
100.00 acres DCP cropland 70/30 split	70.00	30.00
15.00 acres CRP	15.00	0.00
85.00 acres effective DCP cropland	55.00	30.00
50.00 acres double-cropped	32.363	17.64
<b>Total effective DCP cropland plus acres double-cropped</b>	<b>87.36</b>	<b>47.64</b>
75.00 sorghum base acres	75.00	0.00
60.00 soybean base acres	0.00	60.00
<b>Total bases acres</b>	<b>75.00</b>	<b>60.00</b>

Tract 3 is out-of-balance by 12.36 acres; move 12.36 double-cropped acres from tract 2 to tract 3.

**F Example 4: Combination of Designation or Estate and DCP Cropland Methods of Division Without Conservation Acres**

In this example, the sorghum base is divided using the designation by landowner method and the soybean base is divided using the DCP cropland method (effective DCP cropland ratio).

<b>Tract 1</b>	<b>Tract 2</b>	<b>Tract 3</b>
100.00 acres DCP cropland 70/30 split	70.00	30.00
100.00 acres effective DCP cropland	70.00	30.00
50.00 acres double-cropped	35.00	15.00
<b>Total effective DCP cropland plus acres double-cropped</b>	<b>105.00</b>	<b>45.00</b>
75.00 sorghum base acres-designation	75	0
75 soybean base acres-DCP cropland	52.50	22.50
<b>Total bases acres</b>	<b>127.50</b>	<b>22.50</b>

24 **Examples of Handling Out-of-Balance Resulting Tracts with Double-Cropped Acres (Continued)**

**F Example 4: Combination of Designation or Estate and DCP Cropland Methods of Division Without Conservation Acres (Continued)**

Tract 2 is out-of-balance by 22.50 acres, move 15.00 double-cropped acres from tract 3 to tract 2. After moving the 15.00 double-cropped acres, tract 2 is still out-of-balance by 7.50 acres. See the table in subparagraph B to determine the next step for tract 2.

**G Example 5: Combination of Designation or Estate and DCP Cropland Methods of Division With Conservation Acres**

In this example, the sorghum base is divided using the designation by landowner method and the soybean base is divided using the DCP cropland method (effective DCP cropland ratio). This tract also contains CRP acres, so the DCP cropland and effective DCP cropland acres are different. The soybean base acres and the double-cropped acres will be divided using the effective DCP cropland ratio.

<b>Tract 1</b>	<b>Tract 2</b>	<b>Tract 3</b>
100.00 acres DCP cropland 70/30 split	70.00	30.00
15.00 acres CRP	15.00	0.00
85.00 acres effective DCP cropland	55.00	30.00
50.00 acres double-cropped	32.36	17.64
<b>Total effective DCP cropland plus acres double-cropped</b>	<b>87.36</b>	<b>47.64</b>
75.00 sorghum base acres-designation	75.00	0.00
60.00 soybean base acres-DCP cropland (effective DCP cropland ratio)	48.83	21.17
<b>Total bases acres</b>	<b>113.83</b>	<b>21.17</b>

Tract 2 is out-of-balance by 26.47 acres; move 17.64 double-cropped acres from tract 3 to tract 2. After moving 17.64 double-cropped acres, tract 2 is still out-of-balance by 8.83 acres. See the table in subparagraph B to determine the next step for tract 2.

25 Using CCC-505

A Completing CCC-505

The following table provides instructions for completing CCC-505. Users are required to use the automated CCC-505 wizard in CRM Farm Records to initiate and generate CCC-505 unless the software is not available. See paragraph 167 for instructions for completing a base reduction through the CCC-505 wizard.

Item	Instructions	
1	Enter State and county code where the farm is administratively located.	
2	Enter farm number where base acres will be reduced.	
3	Enter the program year the reduction will become effective.	
	<b>IF CCC-505 is...</b>	<b>THEN enter the program year...</b>
	being prepared as a prerequisite for participation in CRP	for CRP, equal to the effective date of CRP-1.  <b>Note:</b> CCC-505 program year will equal FY CRP-1 becomes effective.  <b>Example:</b> Producer completed and signed CCC-505 during CRP Signup 26. If the CRP offer is accepted: <ul style="list-style-type: none"> <li>• CRP-1 will be effective October 1, 2008</li> <li>• base acre reduction will be effective October 1, 2008</li> <li>• CCC-505 program year is 2009.</li> </ul>
	completed for reasons other than CRP participation	equal to FY CCC-505 is approved by COC.
4	Check the applicable reduction reason type. For “Other”, specify reason for the reduction of base acres.	
5	Enter the applicable tract number(s) where base acres will be reduced.	
6	For the tract number in item 5, enter commodity for which base acres will be reduced.	

25 Using CCC-505 (Continued)

A Completing CCC-505 (Continued)

Item	Instructions
7	Enter the tract level PLC yield for the commodity entered in item 6. This may be different than the farm level PLC yield for the commodity.
8	For the tract number in item 5, enter the total base acres for the commodity in item 6 before reduction.
9	Enter the total base acres for the commodity in item 6 to be reduced on the tract number in item 5.
10	For the tract number in item 5, enter the total base acres for the commodity in item 6 after the reduction (Column 8 MINUS Column 9).
11	Enter the total number of base acres to be reduced for the farm number entered in item 2 (total of Column 9).
12	Enter the total number of base acres on the farm number in item 2 before reduction.
13	Enter the total number of base acres on the farm number in item 2 after reduction (item 8 minus item 12).
14 A	Requestor, if other than owner, shall sign.
14 B	If: <ul style="list-style-type: none"> <li>• not signing in the representative capacity, leave blank</li> <li>• signing in a representative capacity, enter the title or relationship.</li> </ul>
14 C	Enter date signed.
15 A and 16 A	Owner(s) or representatives of the owner(s) must sign. Only the affected owners must sign.
15 B And 16 B	If: <ul style="list-style-type: none"> <li>• not signing in the representative capacity, leave blank</li> <li>• anyone other than the owner is signing in a representative capacity, enter the title or relationship to owner.</li> </ul>
15 C and 16 C	Enter date signed. All owners must sign and date.  <b>Exception:</b> All owner’s signatures are not required provided owners who collectively have more than a 50 percent ownership interest in this farm have signed and dated the request. Owners having an undivided interest who collectively have more than a 50 percent ownership interest in this farm must sign and date before the request can be approved.

25 Using CCC-505 (Continued)

A Completing CCC-505 (Continued)

Item	Instructions
17	Enter any necessary remarks, including reference to CRP-1 if applicable
18	Indicate COC Action.
19	Enter County Office Name, Address, and Phone Number for Servicing Office of Administrative County Indicated in item 1.
20	Signature and date of COC representative.

**Note:** FSA will complete items 1, 7, 17, and Part B.

**Important:** Use of the CCC-505 wizard is required for completing base reductions. A manual CCC-505 is not required if the automated CCC-505 base reduction tool is utilized.

Separate CCC-505's are required for each CRP contract. The CCC-505 wizard must be completed separately for each contract.

25 Using CCC-505 (Continued)

B Example of CCC-505

The following is an example of CCC-505.

**This form is available electronically.**

<p><b>CCC-505</b> (04-22-15)</p> <p style="text-align: center;"><b>U.S. DEPARTMENT OF AGRICULTURE</b> Commodity Credit Corporation</p> <p style="text-align: center;"><b>VOLUNTARY PERMANENT BASE ACRE REDUCTION</b></p>	<p>1. STATE AND COUNTY CODE</p>	<p>2. FARM NO.</p>	<p>3. PROGRAM YEAR</p>
<p>4. REASON FOR REDUCTION OF BASE ACRES</p> <p><input type="checkbox"/> CRP Enrollment</p> <p><input type="checkbox"/> Other _____</p>			
<p><b>NOTE:</b> <i>The following statement is made in accordance with the Privacy Act of 1974 (5 USC 552a - as amended). The authority for requesting the information identified on this form is 7 CFR Part 1412, the Commodity Credit Corporation Charter Act (15 U.S.C. 714 et seq.), and the Agriculture Act of 2014 (Pub. L. 113-79). The information will be used to process a request for a permanent reduction of the base acres established for identified crops. The information collected on the form may be disclosed to other Federal, State, Local government agencies, Tribal agencies, and nongovernmental entities that have been authorized access to the information by statute or regulation and/or as described in applicable Routine Uses identified in the System of Records Notice for USDA/FSA-2, Farm Records File (Automated). Providing the requested information is voluntary. However, failure to furnish the requested information will result in an inability to process a request for a permanent reduction of the base acres established for identified crops.</i></p> <p><i>This information collection is exempted from the Paperwork Reduction Act, as it is required for administration of the Agriculture Act of 2012 (Pub. L. 113-79), Title 1, Subtitle F – Administration.</i></p> <p><i>The provisions of appropriate criminal and civil fraud, privacy, and other statutes may be applicable to the information provided. RETURN THIS COMPLETED FORM TO YOUR COUNTY FSA OFFICE.</i></p>			
<b>PART A - REQUEST</b>			
<p><i>The undersigned requests a permanent reduction of the base acres established for the following crop(s) for the farm identified in Item 2 above.</i></p>			
5 TRACT NO.	6 COMMODITY	7 YIELD	8 BASE ACRES ON TRACT BEFORE REDUCTION
			9 BASE ACRES ON TRACT TO BE REDUCED
			10 BASE ACRES ON TRACT AFTER REDUCTION (Column 8 MINUS Column 9)
			-
			=
			-
			=
			-
			=
<p>11. Total Base Acres to be Reduced (Total of Column 9)</p>			
<p>12. Total Base Acres on Farm Before Reduction</p>		<p>13. Total Base Acres on Farm After Reduction (Item 12 minus Item 11)</p>	
<p>14A. Requestor's Signature (By)</p>		<p>14B. Title/Relationship (of the individual signing in the Representative Capacity)</p>	<p>14C. Date (MM-DD-YYYY)</p>
<p>15A. Owner's Signature (By)</p>		<p>15B. Title/Relationship (of the individual signing in the Representative Capacity)</p>	<p>15C. Date (MM-DD-YYYY)</p>
<p>16A. Owner's Signature (By)</p>		<p>16B. Title/Relationship (of the individual signing in the Representative Capacity)</p>	<p>16C. Date (MM-DD-YYYY)</p>
<p>17. REMARKS (If the base acres are being reduced because of cropland enrollment into CRP, enter the CRP-1 number and the effective date of CRP-1).</p>			
<b>PART B - APPROVAL (COUNTY OFFICE USE ONLY)</b>			
<p>18. REDUCTION IS:</p> <p style="text-align: center;">APPROVED <input type="checkbox"/>      DISAPPROVED <input type="checkbox"/></p>		<p>19. COUNTY FSA OFFICE NAME AND ADDRESS (Including Zip Code)</p>	
<p>20. COC'S SIGNATURE</p>	<p>DATE (MM-DD-YYYY)</p>	<p>TELEPHONE NUMBER (Area Code):</p>	
<p><small>The U.S. Department of Agriculture (USDA) prohibits discrimination against its customers, employees, and applicants for employment on the bases of race, color, national origin, age, disability, sex, gender identity, religion, reprisal, and where applicable, political beliefs, marital status, familial or parental status, sexual orientation, or all or part of an individual's income is derived from any public assistance program, or protected genetic information in employment or in any program or activity conducted or funded by the Department. (Not all prohibited bases will apply to all programs and/or employment activities.) Persons with disabilities, who wish to file a program complaint, write to the address below or if you require alternative means of communication for program information (e.g., Braille, large print, audiotape, etc.) please contact USDA's TARGET Center at (202) 720-2600 (voice and TDD). Individuals who are deaf, hard of hearing, or have speech disabilities and wish to file either an EEO or program complaint, please contact USDA through the Federal Relay Service at (800) 877-8339 or (800) 845-6136 (in Spanish).</small></p> <p><small>If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at <a href="http://www.ascr.usda.gov/complaint_filing_cust.html">http://www.ascr.usda.gov/complaint_filing_cust.html</a>, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter by mail to U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at <a href="mailto:program.intake@usda.gov">program.intake@usda.gov</a>. USDA is an equal opportunity provider and employer.</small></p>			

26 CCC-517, Tract Redistribution Form

**A Background**

CCC-517 is intended to be used by owners to redistribute base acres:

- when a tract is out-of-balance (see paragraph 23)
- for any reason during the current FY if all affected owners on the farm agree to the redistribution.

CCC-517 can be used to redistribute base acres between resulting farms of a farm division that was completed using the default method if both of the following apply:

- a subsequent transfer of ownership has **not** occurred
- all affected owners on the resulting farms agree to the redistribution within 30 calendar days of notification of base acres.

All CCC-517's signed by the affected owners of a farm will be maintained as a permanent file record in the County Office.

**Notes:** CCC-517 is only intended for redistribution of base acres in the current FY. County Offices will not allow redistribution of base acres for a prior FY.

COC has authority to deny a redistribution of base acres if they determine that the redistribution is being requested to circumvent program regulations.

26 CCC-517, Tract Redistribution Form (Continued)

B Example of CCC-517

The following is an example of CCC-517.

<p><b>CCC-517</b>      <b>U.S. DEPARTMENT OF AGRICULTURE</b>                  (02-10-11)      Commodity Credit Corporation</p> <p style="font-size: 1.2em; font-weight: bold; text-align: center;">TRACT REDISTRIBUTION FORM</p>					
1. COUNTY FSA OFFICE NAME AND ADDRESS (Including Zip Code)					
TELEPHONE NUMBER (Area Code):					
2. STATE CODE			3. COUNTY CODE		
4. FARM SERIAL NUMBER			5. TRACT NUMBER		
<p><b>NOTE:</b> <i>The following statement is made in accordance with the Privacy Act of 1974 (5 USC 552a - as amended). The authority for requesting the information identified on this form is the Food, Conservation, and Energy Act of 2008 (Pub. L. 110-246), 7 CFR Part 718, and 7 CFR Part 1412. The information will be used to accomplish the redistribution of base acres on each tract. The information collected on this form may be disclosed to other Federal, State, Local government agencies, Tribal agencies, and nongovernmental entities that have been authorized access to the information by statute or regulation and/or as described in applicable Routine Uses identified in the System of Records Notice for USDA/FSA-2, Farm Records File (Automated). Providing the requested information is voluntary. However, failure to furnish the requested information will result in a determination of ineligibility for the redistribution of base acres on each tract.</i></p> <p><i>This information collection is exempted from the Paperwork Reduction Act, as it is required for administration of the Food, Conservation, and Energy Act of 2008 (see Pub. L. 110-246, Title II, Subtitle J - Administration). RETURN THIS COMPLETED FORM TO YOUR COUNTY FSA OFFICE.</i></p> <p><i>The provisions of appropriate criminal and civil fraud, privacy, and other statutes may be applicable to the information provided.</i></p>					
6. TRACT ACREAGE					
A. DCP CROPLAND					
B. EFFECTIVE DCP CROPLAND					
C. CURRENT DOUBLE CROPPED ACRES					
D. REQUESTED DOUBLE CROPPED ACRES					
E. CROP	F. CURRENT BASE	G. REQUESTED BASE	E. CROP	F. CURRENT BASE	G. REQUESTED BASE
7. OWNER'S CERTIFICATION					
<p><i>I understand that by signing this form I have made the tract redistribution decision shown in Item 6 for the farm serial number in Item 4.</i></p> <p><i>I also understand that all owners on this farm must sign form CCC-517. In the event that one or more owners of this farm fail to sign form CCC-517, I understand that this form is null and void, that the tract redistribution decision shown in Item 6 is no longer applicable.</i></p>					
A. OWNER'S NAME AND ADDRESS (Including Zip Code)					
B. SIGNATURE OF OWNER (BY)		C. TITLE/RELATIONSHIP OF THE INDIVIDUAL SIGNING IN A REPRESENTATIVE CAPACITY		D. DATE (MM-DD-YYYY)	
<p><small>The U.S. Department of Agriculture (USDA) prohibits discrimination in all of its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, political beliefs, genetic information, reprisal, or because all or part of an individual's income is derived from any public assistance program. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at (202) 720-2600 (voice and TDD). To file a complaint of discrimination, write to USDA, Assistant Secretary for Civil Rights, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, S.W., Stop 9410, Washington, DC 20250-9410, or call toll-free at (866) 632-9992 (English) or (800) 877-8339 (TDD) or (866) 377-8642 (English Federal-relay) or (800) 845-6136 (Spanish Federal-relay). USDA is an equal opportunity provider and employer.</small></p>					

26 CCC-517, Tract Redistribution Form (Continued)

C Completing CCC-517

Print CCC-517 for each affected owner on each tract on the farm. Each affected owner on the farm must sign and date CCC-517, agreeing to the redistribution of acres. The following table describes the fields on CCC-517.

Item	Description	Entry	
1	County Office name, address, and telephone number.	Manual entry.	
2	State code.	Manual entry.	
3	County code.	Manual entry.	
4	Farm serial number.	Manual entry.	
5	Tract number.	Manual entry.	
6	Provides the tract's acreage information.	Manual entry.	
	A Tract's DCP cropland.	Manual entry.	
	B Tract's effective DCP cropland.	Manual entry.	
	C Tract's current double-cropped acres.	Manual entry.	
	D Tract's requested double-cropped acres.	The owner must enter the amount for double-cropped acres being attributed to the tract. See subparagraph D for restrictions.	
	E Crop name.	Manual entry.	
	F Current base acres.	Manual entry.	
G Requested base acres.	The owner must enter the amount for base acres being attributed to the tract for each applicable crop. See subparagraph E for restrictions.		
7	Owner's certification.		
	A Owner's name and address.	Manual entry.	
	B Owner's signature.	All affected owners on the farm must sign.	
	C <b>IF individual signing in item 7B is...</b>	<b>THEN...</b>	
		signing in a representative capacity for the owner	a title, relationship, or both, must be listed.
	the signatory	<b>no</b> entry is required.	
D Signature date		all affected owners on the farm must date.	

## 26 CCC-517, Tract Redistribution Form (Continued)

**D Double-Cropped Acre Restrictions**

The following restrictions apply to requested double-cropped acres:

- double-cropped acres entered in CCC-517, item 6D must be the total amount of double-cropped acres that will exist on the tract after redistribution

**Example:** Tract 1 currently contains 20.00 double-cropped acres. 10.00 double-cropped acres are being redistributed from tract 2 to tract 1. The owners must enter 30.00 acres in CCC-517, item 6D.

- tract level double-cropped acres may be redistributed **only** if base acres are also being redistributed
- double-cropped acres and base acres must be redistributed from the same tract and attributed to the same tract
- tract level double-cropped acres being redistributed cannot exceed the amount of base acres being redistributed.

**E Base Acre Restrictions**

The following restrictions apply to requested base acres.

- base acres entered in CCC-517, item 6G must be the total amount of base acres that will exist on the tract after redistribution

**Example:** Tract 1 currently contains 20.00 wheat base acres. 10.00 wheat base acres are being redistributed from tract 2 to tract 1. The owners must enter 30.00 acres for wheat in CCC-517, item 6G.

- total of the base acres entered for each crop on each tract cannot exceed the farm level base acres for that crop
- total of all base acres entered for each tract cannot exceed the farm level base acres
- total of all base acres entered for the farm cannot exceed the farm's effective DCP cropland plus double-cropped acres
- total of base acres entered for each tract cannot exceed the tract's effective DCP cropland plus double-cropped acres

**Note:** Any acres entered in CCC-517, item 6D, will be used when determining the tract's effective DCP cropland plus double-cropped acres.

**26 CCC-517, Tract Redistribution Form (Continued)****E Base Acre Restrictions (Continued)**

- crops entered in CCC-517, item 6E, must already exist on the farm
- all owners of the affected tracts must agree to the redistribution by signing CCC-517.

**F Yield Adjustments**

When acres are redistributed using CCC-517, yields may need to be adjusted. See paragraph 129 for rules on adjusting yields when tract acres are adjusted.

**27 Base and Yield Notice****A Overview**

The Base and Yield Notice contains ARC/PLC related program information for a farm, including bases, yields, program elections, HIP, CRP, and CRP Reduction Data. The notice is required to be sent to producers when changes occur on a farm which impacts such program data. These situations include:

- completed reconstitutions as outlined in 10-CM
- HIP and election changes as outlined in 1-ARCPLC (Rev. 1)
- yield changes as outlined in Part 3
- base reductions as outlined in Part 2
- other adjustments or corrections which change program data.

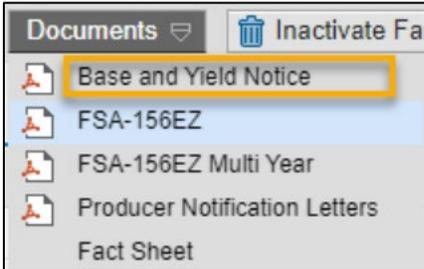
CRM Farm Records is used to generate a Base and Yield Notice based on the type of update being made. An example of the General Base and Yield Notice is provided in Exhibit 8.

**B Accessing and Printing the Base and Yield Notice**

The following table provides instructions for accessing and printing the Base and Yield Notice from within the farm record.

27 Base and Yield Notice (Continued)

**B Accessing and Printing the Base and Yield Notice (Continued)**

Step	Action
1	<p>Locate the “<b>Documents</b>” menu in the CRM toolbar and SELECT “<b>Base and Yield Notice</b>”.</p> 
2	<p>In the Base and Yield Notice dialog window, select the applicable producer.</p>
3	<p>SELECT the applicable Base and Yield Notice version:</p> <ul style="list-style-type: none"> <li>• ARC/PLC Election</li> <li>• General</li> <li>• Reconstitution</li> <li>• Yield &amp; HIP Establishment</li> <li>• Base Reduction.</li> </ul> <p>SELECT the applicable producer.</p> <p>CLICK “<b>Base and Yield Notice</b>” button to generate the document.</p> 
4	<p>The Base and Yield Notice will open in Adobe Acrobat. Use the print function in Adobe Acrobat to print the document.</p>

28-43 (Reserved)

## Section 2 2026 Base Allocation

## 44 2026 Base Allocation Overview

## A Policy

For program year 2026, an additional 30 million base acres will be allocated to eligible farms.

A farm will be eligible to receive a new allocation of acres when the following exceed existing 2024 base acres on the farm excluding unassigned base acres:

- the 5-year average of acreage on a farm that was either planted, or prevented from being planted, because of drought, flood, or other natural disaster or condition beyond the control of the producer, to a **covered commodity** during the 2019 through 2023 crop years; plus
- the lesser of:
  - 15 percent of the effective cropland plus CRP acres on the farm, or
  - the 5-year average of acreage planted and prevented from being planted caused by drought, flood, or other natural disaster or condition beyond the control of the producer, of **eligible noncovered commodities** for harvest, grazing, haying, silage, or other similar purposes during the 2019 through 2023 crop years.

A farm will be ineligible to receive an allocation of new base acres if:

- the farm does not have a covered commodity planted or prevented from being planted in the 2019-2023 crop years; or
- the 5-year average of planting history as outlined above does not exceed 2024 base acres on the farm excluding unassigned base acres.

If a farm is ineligible to receive an allocation, and currently has base acres, it will maintain its current base acres.

## 44 2026 Base Allocation Overview (Continued)

### B Eligible Commodities for 2026 Base Allocation Acreage History

Acreage that was planted to a covered commodity for harvest, grazing, haying, or silage will be used in the calculation for additional base allocation. A list of covered commodities with types and intended uses is in Exhibit 4.

Any acreage planted to an eligible non-covered commodity will be used in calculating 15 percent of total acres for additional base allocation. An eligible non-covered commodity is any commodity that is not considered a covered commodity, excluding:

- tobacco
- cannabis
- CRP or other Federal Conservation Program Acres
- cover crops
- commodities that have an orchard planting pattern.

A list of commodities that are excluded from being an eligible non-covered commodity is in Exhibit 5.

**Note:** Trees, bushes, vines, grass or pasture, idle, and fallow are not eligible commodities for base allocation and will not be used in the calculation of acreage history.

## 45 Acreage History for Base Allocation

### A Acreage Reports

Acreage that has been reported or determined in CARS for 2019 through 2023, as the farm is constituted in 2026, will be used in the determination of eligible acreage for base allocation.

Acreage reports may:

- already be on file with FSA
- be accepted for **base allocation only**.

**Note:** Acreage reports already on file include those certified according to 2-CP and those taken for any other allowable program purpose for administration of a 2019 through 2023 program.

Changes to the 2019 through 2023 CARS data may adversely impact other program payments such as ARC/PLC, LFP, NAP, or MAL's and LDP's.

## 45 Acreage History for Base Allocation (Continued)

**B Late-Filed Acreage Reports**

Late-filed acreage reports, including prevented plant acreage, will be accepted for base allocation purposes only when the report represents the first time the acreage is being reported for the applicable year. If the acreage was previously reported for the applicable year, a late-filed acreage report for base allocation purposes only will not be accepted.

For late-filed acreage reports for **base allocation only**:

- producers will sign FSA-578 certifying to reported acreage
- County Offices will load acreage in CARS but will **not** certify in CARS

**Note:** If farm records are not established, County Offices will establish CRM Farm Records according to 10-CM

- acreage reports submitted after the subsequent year's ARD will be processed
- the late-filed acreage reporting fee will be waived
- the required farm visit determining the crop acreage and practice will not be required.

Documentation must be provided to COC that substantiates the existence of the crop acreage. Documentation must meet one of the following:

- precision ag data, including third party created cropping, spraying, or harvesting maps, that supports the field level acreage
- records from two of the following categories that supports the acreage claim:
  - seed, fertilizer, contract, and grain settlement type records
  - photos that are either GPS linked or that show recognizable landmarks, show the crop or crop residue, and support the acres being claimed
  - third-party created cropping, spraying, or harvesting records that support the acreage being claimed
  - producer provided imagery for the year of cropping that supports the crop and acreage claimed.

## 45 Acreage History for Base Allocation (Continued)

**B Late-Filed Acreage Reports (Continued)**

COC is required to review the late-filed FSA-578 and all documentation provided to determine whether requirements are met. If COC:

- is satisfied, the acreage reported will be eligible for use in the base allocation
- finds the documentation does not justify the reported acreage, the County Office will enter determined acres in CARS for the specific commodity.

**Note:** If acreage was timely filed with RMA and is available in CIMS, FSA will:

- consider those acres as timely reported according to 2-CP
- load the acreage in CARS.

For late-filed prevent plant acreage reports for **base allocation only**:

- producers will complete either an automated or manual CCC-576 parts A and B
- producers will sign FSA-578 certifying the late-filed prevent plant acres
- County Offices will load acreage in CARS but will **not** certify in the system

**Note:** If farm records are not established, County Offices will establish CRM Farm Records according to 10-CM

- prevent plant acreage reports submitted after the subsequent year's ARD will be processed
- the late-filed acreage reporting fee will be waived
- the required farm visit verifying eligible disaster conditions will not be required.

**45 Acreage History for Base Allocation (Continued)****B Late-Filed Acreage Reports (Continued)**

COC will review FSA-578 and CCC-576 for all late-filed prevent plant for base allocation purposes. If there is not supporting weather data or similarly affected producers in the area, COC can request additional documentation to support the prevent plant late filing. The producer must provide documentation to COC's satisfaction to support the prevent plant acreage reported. Documentation may include, but is not limited to:

- crop insurance information
- documentation of intent to plant including field preparation, seed purchase, or other applicable information
- weather data from a national or local source
- photos of the prevent plant ground that substantiate the claim.

**Note:** If prevent plant acreage was timely filed with RMA, FSA will consider those acres as timely reported and load the acreage in CARS. A producer must still complete a CCC-576, and COC is required to review and approve the prevent plant event. If COC finds there is not sufficient information to approve, then the acreage can be reduced accordingly.

The County Office will issue a notification letter requesting additional documentation and provide the producer 30 days to submit the information for review. If any prevent plant acreage is disapproved, the County Office will enter determined acres in CARS and provide appeal rights.

All late-filed reviews, approvals and disapprovals for planted and prevent plant must be recorded in the COC minutes, including the supporting information used in determining the specific action.

**C Missing Acreage History**

Farms will be using acreage history information for 2019 through 2023, as the farm is constituted in 2026. All tract divisions completed before 2026 will **require** County Office research for the correct acreage history. All missing history must be researched and entered into the Acreage History and Base Allocation software by the deadline announced.

45 **Acreage History for Base Allocation (Continued)**

**D Subsequent Acres**

In cases where two different covered commodities were planted and reported on the same acreage and were not in an approved double cropping practice, the acreage will only count once. The owner on the farm will have the opportunity to select which covered commodity is used for the new base acreage determination by completing CCC-868 (Exhibit 6). CCC-868 must be completed within 90 calendar days of receiving the notification of eligibility for base acre allocation.

Owners can file multiple CCC-868's during the subsequent acre resolution process, but only the final version will be used for the acreage history for base allocation calculation. If multiple owners of the same farm file differing CCC-868's, this will be treated as a dispute. The dispute must be resolved by the deadline established and CCC-868's signed by owners on the farm that show the same designations for each commodity must be provided to the County Office. Failure to resolve the dispute will result in using the default acres for the acreage history for base allocation calculation.

If ownership changes during the subsequent acre designation, a committed CCC-868 will remain valid. A new owner can file a new CCC-868. The County Office must determine if it is considered a dispute according to the following table.

<b>IF the initial owner...</b>	<b>THEN CCC-868...</b>
was removed completely from the farm	is not considered a dispute.
remains on the farm	is considered a dispute.

## 46 Base Acre Allocation

### A Base Acre Allocation Calculation

Allocation of new base acres will be in proportion to the ratio of the 5-year average of planted and considered planted covered commodities calculated for acreage history purposes.

If the total amount to be allocated exceeds the 30 million statutory limit, FSA will apply an across the board pro-rata reduction. For any base acre added, a PLC payment yield must be established according to Part 3. The calculation formulas used in the base acre allocation are as follows.

#### Five-year average planting history:

- total acreage planted to covered commodities in 2019 through 2023
- divided by 5
- plus the lesser of:
  - 15 percent multiplied by effective cropland plus CRP acres or
  - total acreage planted to eligible noncovered commodities in 2019 – 2023 divided by 5

#### Potential allocation:

- 5-year average planting history
- minus 2024 base acres.

#### Free acres available for allocation:

- 2026 Effective Cropland plus CRP acreage
- minus 2026 base acres.

**Note:** The free acres available for allocation must be greater than or equal to the potential allocation acres to receive additional base acres.

The newly allocated base acres will be attributed to the farm based on the percentage of covered commodities planted on the farm during the crop years 2019 through 2023. Use the following calculation to determine the commodity for the newly allocated base acres.

#### Percent of acres:

- 5-year average planting history of specific covered commodity acres
- divided by total of 5-year average acres of all covered commodities on the farm.

46 **Base Acre Allocation (Continued)****B Unassigned Base Acres**

If a farm is eligible for an allocation of additional base acres and has unassigned base acres, those unassigned base acres will **first** be converted to covered commodity base acres on an acre-for-acre basis. If the amount of the additional base acres does not exceed the amount of unassigned base acres on the farm, the difference will remain as unassigned base acres. If the new allocation is greater than the existing unassigned base acres, those acres that exceed the current unassigned base acres will be added to the farm, subject to the general proration rules.

**C Grass/Idle/Fallow (G/I/F) Farms with Base Acres**

Farms that are designated as G/I/F farms are eligible for an allocation of additional base acres if they meet the criteria in paragraph 44. All base acres on the farm from previous years will remain designated as G/I/F acres ineligible for payments. Only newly allocated base acres will be eligible for payment.

**D Baseline Allocation Example**

Farm 100 has a total of 50 effective cropland acres, including CRP acres, and 0 base acres in 2024. The farm structure for 2026 has 50 effective cropland plus 0 CRP acres and 0 base acres. The farm has cropping history loaded in CARS for each year 2019 through 2023 for 25 acres of soybeans and 25 acres of corn for a total of 50 acres of covered commodities each year. The calculation formulas used in the baseline allocation are as follows.

**Five-year average planting history:**

- 50 acres multiplied by 5 years
- divided by 5
- = **50 acres**

**Potential allocation:**

- 50 acres
- minus 0 base acres
- = **50 acres**

**Free acres available for allocation:**

- 50 acres
- minus 0 base acres
- = **50 acres**

The maximum potential allocation of base acres in this example is 50 acres.

46 Base Acre Allocation (Continued)

**D Baseline Allocation Example (Continued)**

The calculation for the commodity percentage is:

- 25 acres of corn
- divided by 50 acres of covered commodities  
= **50 percent**
  
- 25 acres of soybeans
- divided by 50 acres of covered commodities  
= **50 percent**

The allocation of new base acres will be attributed to the farm as 50 percent corn and 50 percent soybeans.

**Note:** The lesser of 15 percent of the effective cropland or non-covered commodities was not included in this example since 100 percent of the cropland was planted to a covered commodity.

## 46 Base Acre Allocation (Continued)

**E Baseline 15 Percent of Cropland Allocation Example**

Farm 200 has a total of 50 effective cropland acres, including CRP acres, and 0 base acres in 2024. The farm structure for 2026 has 50 effective cropland plus 0 CRP acres and 0 base acres. The farm has cropping history loaded in CARS for each year 2019 through 2023 for 25 acres of soybeans and 25 acres of millet each year, for a total of 25 acres of covered commodities each year and 25 acres of eligible non-covered commodities. The calculation formulas used are as follows.

**5-year average planting history:**

- 25 acres multiplied by 5 years
  - divided by 5
  - plus the lessor of either:
    - 15 percent multiplied by 50 (7.5), or
    - 25 multiplied by 5, divided by 5 (25)
- = 32.5 acres**

**Potential allocation:**

- 32.5 acres
  - minus 0 base acres
- = 32.5 acres**

**Free acres available for allocation:**

- 50 acres
  - minus 0 base acres
- = 50 acres**

The maximum potential allocation of base acres in this example is 32.5 acres.

The allocation of new base acres will be attributed to the farm as 100 percent soybeans since there is only 1 covered commodity in the calculation of 5-year planting history.

## 46 Base Acre Allocation (Continued)

**F Trees, Bushes, and Vines Allocation Example**

Farm 300 has a total of 50 effective cropland acres, including CRP acres, and 20 base acres in 2024. The farm structure for 2026 has 50 effective cropland plus CRP acres and 20 acres of base. The farm has cropping history loaded in CARS for 50 acres of soybeans, for a total of 50 acres of covered commodities in years 2019-2021 and 50 acres of trees, bushes, or vines for years 2022-2023. The calculation formulas used are as follows.

**5-year average planting history:**

- 50 acres multiplied by 3 years
- divided by 5  
= **30 acres**

**Note:** Trees, bushes, and vines are not eligible to be included in cropping history for base allocation. To figure the average, 5 years will be used regardless of any eligible planting history present in a specific year.

**Potential allocation:**

- 30 acres
- minus 20 base acres  
= **10 acres**

**Free acres available for allocation:**

- 50 acres
- minus 20 base acres  
= **30 acres**

The maximum potential allocation of base acres in this example is 10 acres.

The allocation of new base acres will be attributed to the farm as 100 percent soybeans since there is only 1 covered commodity in the calculation of 5-year planting history.

## 46 Base Acre Allocation (Continued)

**G G/I/F Farm Allocation Example**

Farm 400 has a total of 50 effective cropland acres, including CRP acres, and 20 base acres in 2024. The farm structure for 2026 has 50 effective cropland plus 0 CRP acres and 20 acres of base. The farm is considered a G/I/F farm from 2019 forward. The farm has cropping history loaded in CARS for 50 acres of barley, for a total of 50 acres of covered commodities in 2019-2023. The calculation formulas used are as follows.

**5-year average planting history:**

- 50 acres multiplied by 5 years
- divided by 5  
= **50 acres**

**Potential allocation:**

- 50 acres
- minus 20 base acres  
= **30 acres**

**Free acres available for allocation:**

- 50 acres
- minus 20 base acres  
= **30 acres**

The maximum potential allocation of base acres in this example is 30 acres.

The allocation of new base acres will be attributed to the farm as 100 percent barley since there is only 1 covered commodity in the calculation of 5-year planting history.

## 46 Base Acre Allocation (Continued)

**H Enrolled CRP Allocation Example**

Farm 500 has a total of 50 effective cropland acres, including CRP acres, and 0 base acres in 2024. The farm structure for 2026 has 25 effective cropland plus 25 CRP acres and 0 acres of base. 25 acres were enrolled in CRP effective 10/01/2024. The farm has cropping history loaded in CARS for 50 acres of corn for a total of 50 acres of covered commodities each year 2019-2023. The calculation formulas used are as follows.

**5-year average planting history:**

- 50 acres, multiplied by 5 years
- divided by 5  
= **50 acres**

**Potential allocation:**

- 50 acres
- minus 0 base acres  
= **50 acres**

**Free acres available for allocation:**

- 50 acres
- minus 0 base acres  
= **50 acres**

The maximum potential allocation of base acres in this example is 50 acres.

The allocation of new base acres will be attributed to the farm as 100 percent corn since there is only 1 covered commodity in the calculation of 5-year planting history.

**Note:** CCC-505 for CRP may need to be completed when allocated base acres are applied.

## 46 Base Acre Allocation (Continued)

**I Expired CRP Allocation Example**

Farm 600 has a total of 50 effective cropland acres, including 25 CRP acres, and 35 base acres, 25 of which were reduced due to CRP, in 2024. The farm structure for 2026 has 50 effective cropland acres, including 0 CRP acres, and 35 acres of base. 25 acres of CRP expired 09/30/2025. The farm has cropping history loaded in CARS for 25 acres of wheat, for a total of 25 acres of covered commodities each year 2019-2023 and 25 acres of CRP each year 2019-2023. The calculation formulas used are as follows.

**5-year average planting history:**

- 25 acres, multiplied by 5 years
- divided by 5
- = **25 acres**

**Potential allocation:**

- 25 acres
- minus 10 base acres
- = **15 acres**

**Note:** Only ten base acres are used in this example since that was what remained on the farm at the end of 2024.

**Free acres available for allocation:**

- 50 acres
- minus 35 base acres
- = **15 acres**

The maximum potential allocation of base acres in this example is 15 acres.

The allocation of new base acres will be attributed to the farm as 100 percent wheat since there is only 1 covered commodity in the calculation of 5-year planting history.

**Note:** Acreage reported as CRP is not counted in the 5-year average planting history.

## 46 Base Acre Allocation (Continued)

**J Unassigned Base Example**

Farm 700 has a total of 50 effective cropland acres, including 0 CRP acres, and 35 base acres, 10 of which are unassigned base acres. The farm structure for 2026 has 50 effective cropland acres, including 0 CRP acres, and 35 acres of base, 10 of which are unassigned base acres. The farm has cropping history loaded in CARS for 25 acres of wheat and 25 acres of sunflowers, for a total of 50 acres of covered commodities each year 2019-2023. The calculation formulas used are as follows.

**5-year average planting history:**

- 50 acres multiplied by 5 years
- divided by 5
- = **50 acres**

**Potential allocation:**

- 50 acres
- minus 35 base acres
- = **15 acres**

**Free acres available for allocation:**

- 50 acres
- minus 35 base acres
- = **15 acres**

The maximum potential allocation of base acres in this example is 15 acres.

The allocation of new base acres will be attributed to the farm as 50 percent wheat and 50 percent sunflowers. The 10 unassigned base acres will be converted to 50 percent wheat and 50 percent sunflowers leaving 0 unassigned base on the farm. The additional 5 base acres for the potential allocation will be attributed to the same percentage.

**46 Base Acre Allocation (Continued)****K Double Crop Allocation Example**

Farm 800 has a total of 50 effective cropland acres, including 0 CRP acres, and 20 base acres. The farm structure for 2026 has 50 effective cropland acres, including 0 CRP acres, and 20 acres of base. The farm has cropping history loaded in CARS for 50 acres of wheat, 25 acres of soybeans as a double crop and 25 acres of sunflowers as a double crop, for a total of 100 acres of covered commodities each year 2019-2023. The calculation formulas used are as follows.

**5-year average planting history:**

- 100 acres multiplied by 5 years
- divided by 5  
= **100 acres**

**Potential allocation:**

- 100 acres
- minus 20 base acres  
= **80 acres**

**Free acres available for allocation:**

- 50 acres
- minus 20 base acres  
= **30 acres**

The maximum potential allocation of base acres in this example is 30 acres. Base acres are limited to the number of free acres on the farm in 2026.

The allocation of new base acres will be attributed to the farm as 50 percent wheat, 25 percent soybeans, and 25 percent sunflowers.

**47-62 (Reserved)**

**Part 3 PLC Yields**

**Section 1 PLC Yield Overview and History**

**63 PLC Yield Overview**

**A Policy**

A farm level PLC yield is required to be established for each commodity base acre on a farm.

When allowed by Farm Bill provisions, producers may update the PLC yield for base crops associated with a farm. Policy for updating the PLC yield is provided in Part 3. CCC-867 is used by producers to update the yield by request. A PLC Yield Calculator in CRM Farm Records must be used to process a producer’s PLC yield update and generate CCC-867.

Instructions for the PLC Yield Calculator in CRM Farm Records are found in paragraph 150.

**64 PLC Yield History**

**A History of Farm Program Yields**

The following chart details the history of how each farm bill affected farm program yields.

Farm Bill	Years	Calculation Method
Agriculture and Food Act of 1981	1981-1985	Program crop yields were: <ul style="list-style-type: none"> <li>• first established by COC or CMC (ASCS/FSA previously had community committees) using similar farms and land productivity, etc.</li> <li>• adjusted annually up or down based on NASS yield data from 10 previous years using a State and County Yield factor</li> <li>• proven yields (PY) allowed to increase the yield over the COC set yield</li> <li>• allowed each year until 1985</li> <li>• 1983-1985 PY used the previous 5-year yield data to get an average yield</li> <li>• 1985 PY based on 1980-84 yield data.</li> </ul>

## 64 PLC Yield History (Continued)

## A History of Farm Program Yields (Continued)

Farm Bill	Years	Calculation Method
Federal Agriculture Improvement and Reform Act of 1996	1996-2002	Used 1995 payment yield, including the additional yield if applicable.
Farm Security and Rural Investment Act of 2002	2002-2007	<p>Established 2 payment yields:</p> <ul style="list-style-type: none"> <li>• direct</li> <li>• counter-cyclical (CC).</li> </ul> <p><b>2002 Direct Yield Computation:</b></p> <ul style="list-style-type: none"> <li>• historic base acre crops – 2002 crop yield</li> <li>• oilseeds – 1998-2001 average proven yield multiplied by historic yield factor.</li> </ul> <p>CC yield update (3 options):</p> <ol style="list-style-type: none"> <li>1. used the <b>2002 Direct Yield Computation</b> as calculation method for historic base acre crops and oilseed crops;</li> <li>2. 70% partial update of yield – 70% of the difference between the 1998-2001 yield and the direct payment yield (only if option 4 of the base acre update was taken);</li> <li>3. 93.5% partial update of yield – 93.5% of the 1998-2001 yield (only if option 4 of the base acre update was taken).</li> </ol>
Food, Conservation, and Energy Act of 2008  P.L. 112-240 extended the 2008 Farm Bill through 2013	2008-2013	Retained the Direct and CC yields from 2002 Farm Bill.  Established pulse crop yields (Direct and CC) using the <b>2002 Direct Yield Computation</b> .

64 PLC Yield History (Continued)

A History of Farm Program Yields (Continued)

Farm Bill	Years	Calculation Method
Agricultural Act of 2014	2014-2018	Two yield update options:  1. Retain the CC yield for the applicable crop;  2. Update the CC yield for the applicable crop with 90% of the 2008-2012 simple average yield, excluding years of zero plantings.
Bipartisan Budget Act of 2018	2018	For seed cotton only, convert the upland cotton CC yield to seed cotton lbs. by multiplying the CC yield by 2.4.  Yield update allowed based on average yield between 2008-2012 multiplied by 90%.
Agricultural Improvement Act of 2018	2019-2023	For the 2020 crop year and forward, update the yield based on average yield between 2013-2017 multiplied by 90% multiplied by the factor determined by applicable covered commodity.
Further Continuing Appropriations and Other Extensions Act, 2024	2024	No change.
American Relief Act, 2025	2025	No change.
One Big Beautiful Bill Act, 2025	2026	No change.

65-80 (Reserved)



## Section 2 2018 Farm Bill Yield Update

### 81 General Information

#### A Yield Update Option

The 2018 Farm Bill allows any owner of a farm a 1-time optional opportunity in 2020 to update the PLC yields for each covered commodity with base acres for the 2020 through 2025 crop years. The decision to update a yield is made on a covered commodity by covered commodity basis as determined by the owner on the farm.

Program payment yields under the 2018 Farm Bill are used **only** with PLC and are referred to as PLC yields for all farms, regardless of program election.

The PLC yield, under the 2018 Farm Bill, is either the farm's former PLC yield for the covered commodity in effect on September 30, 2018, or the updated yield. The owner of the farm may choose to update the PLC yield on all applicable FSA farms, regardless of PLC, ARC-CO, or ARC-IC election starting with the 2020 crop year. The updated yield will only be used under PLC to calculate PLC payments for covered commodities on the farm.

#### B Yield Update Formula

The calculation for updating the PLC yield for a covered commodity is as follows:

- **All covered commodities except seed cotton**

Based on 90 percent of the farm's 2013 through 2017 simple average yield per planted acre, excluding any year that no acreage was planted to the covered commodity. If the yield in any of these years is less than 75 percent of the county yield, then 75 percent of the 2013 through 2017 average county yield will be substituted for that year.

- **Seed cotton**

Based on 90 percent of the farm's 2013 through 2017 simple average lint yield per planted acre, excluding any year that no acreage was planted to upland cotton, multiplied by 2.4. If the yield in any of these years is less than 75 percent of the county yield, then 75 percent of the 2013 through 2017 average county yield will be substituted for that year.

**81 General Information (Continued)****B Yield Update Formula (Continued)**

The farm's updated PLC yield is then multiplied by the ratio obtained by dividing the average of the:

- 2008 through 2012 National average yield per planted acre for the covered commodity, by
- 2013 through 2017 National average yield per planted acre for the covered commodity.

**Note:** This ratio cannot be less than 90 percent or greater than 100 percent and will be established at the National Office on a covered commodity basis and will be called the national yield factor.

A substitute yield is also used for years the crop is planted and when yields either **cannot** be determined or are **not** available.

The yield update software in CRM-FR will use the larger of the actual yield or the substitute yield when making the yield update calculation.

**C Subsequent Crop Acres and PLC Yield Update**

Initial planted covered commodity crop acreage and production are used to update PLC yields using the years 2013 through 2017. Acreage and production of a subsequently planted covered commodity crop are excluded while updating the yield.

**D Double-Cropped Acres and PLC Yield Updates**

Approved double-cropped acres and production are used to update PLC yields using the years 2013 through 2017.

## 81 General Information (Continued)

**E National Yield Factor**

The following chart provides the National Yield Factor for all covered commodities.

<b>Covered Commodity</b>	<b>National Yield Factor</b>
Barley	0.9437
Canola	0.9643
Chickpeas, Large	1.0000
Chickpeas, Small	0.9760
Corn	0.9000
Crambe	1.0000
Flaxseed	1.0000
Grain Sorghum	0.9077
Lentils	1.0000
Mustard Seed	0.9460
Oats	0.9524
Peanuts	0.9273
Peas, Dry	0.9988
Rapeseed	1.0000
Rice, Long	0.9330
Rice, Medium	0.9887
Rice, Temp Japonica	0.9591
Safflower	1.0000
Seed Cotton	0.9000
Sesame Seed	0.9673
Soybeans	0.9000
Sunflower Seed	0.9396
Wheat	0.9545

**82 Yield Update Decision****A Decision to Update or Retain PLC Yield**

The decision to update the yield for covered commodities can be made on a covered commodity-by-covered commodity basis, as determined by the owner of the farm.

**Note:** The farm's PLC yield, after the update decision is completed, will be equal to or greater than the farm's 2018 PLC yield, depending on the yield update decision made by the owner.

If the owner chooses **not** to update the PLC yields on the farm or does **not** make the necessary updates before the end of the contract year, the farm's 2018 PLC yields for each covered commodity will be carried forward as the farm's PLC yields for the 2020 through 2031 crop years.

Owners have the option of updating yields regardless of PLC, ARC-CO, or ARC-IC election.

**Example:** A producer elects PLC for the wheat base and ARC-CO for the corn base. The producer may update the PLC yield for both wheat and corn on the farm.

The PLC yields are used in the payment calculation for PLC **only**. The PLC yields are **not** used in the ARC calculations; however, all updated PLC yields, including PLC yields for covered commodities for which ARC was elected, will be maintained on the farm by FSA for future program purposes.

ARC uses county level yields for ARC-CO or individual farms yields for ARC-IC, in the 5 years immediately preceding the year before the program year, for determining guarantees and payments, if applicable. The PLC yield that is based on 2013 through 2017 data is **not** used for ARC.

## 82 Yield Update Decision (Continued)

### B Irrigated and Nonirrigated Yields

The 2018 Farm Bill does **not** allow for establishing separate irrigated and nonirrigated payment yields for covered commodities in the PLC Program.

The PLC yield for a covered commodity that is from both irrigated and nonirrigated acreage will either be the farm's current PLC yield, or an updated yield that is based on total production on the farm for the covered commodity, divided by the total irrigated and nonirrigated planted acres of the covered commodity on the farm for each applicable year, 2013 through 2017.

**Note:** Under ARC-CO, FSA will establish an irrigated and nonirrigated ARC-CO guarantee for counties that meet the irrigated and nonirrigated criteria. Separate irrigated and nonirrigated yields will **not** be required to be established at the farm level for this calculation.

### C Update Decisions

The decision to update the farm yield for the covered commodity may be made by any owner of the farm and does **not** require all owners to sign the update.

The yield update decision by any owner will remain as filed, **unless** 1 or more of the other farm's owners files a written notice with FSA expressing disagreement with a yield update. The notice of disagreement **must** be filed with COC **no** later than the end of the yield update period.

If FSA receives a written notice of owner disagreement of the yield update, COC will invalidate the original yield update decision and wait for all the farm's owners' resolution. If a subsequent unanimous decision of the yield update **cannot** be agreed to by all the farm's owners by the end of the 2020 contract year, the farm's yield will default to the prior PLC yield.

Any owner of a farm in 2020 can make the decision to update yield. If a new owner acquires the farm before the yield update deadline, the yield update decision can be modified by the new owners of the farm, provided the yield update period is still open.

Yield update decisions are made on a crop-by-crop basis and can be modified throughout the yield update process.

**Note:** The producer is not required to re-sign a contract if the yield is updated after contract initiation, enrollment or approval.

**82 Yield Update Decision (Continued)****D Yield Update Revision and Deadline**

Any owner's decision to update a yield can be made through the end of the yield update period of **September 30, 2020**. Any ARCPLC contract initiated, enrolled, or approved before the yield update will not require a producer to re-sign.

If a request to update a yield is **not** filed by **September 30, 2020**, the current PLC yield will be used as the farm's PLC yield for the 2020 through 2031 crop years.

**Note:** 2021 ARCPLC contracts that were initiated, enrolled, or approved before the yield update was loaded in CRM will not require a producer to re-sign or COC to complete a new approval of the contract.

**E Yield Certification at the Farm Level**

The PLC payment yield, as determined by the farm owner, must be certified on the FSA farm level.

The farm level yield for each covered commodity will then be moved down to the tract level for each tract with base acres of the covered commodity. If there is more than 1 tract on the farm, then all tracts with covered commodity crop base acres will have the same yield on the initial farm record.

**Note:** If yields are **not** updated on the farm, the current PLC yield will remain on the tract of the farm.

83 Historical FSA Yields

A Yields on FSA Farms

FSA’s farm record contains a PLC yield for each covered commodity with 2019 crop base acres.

Crop	Base Acres	PLC Yield
Wheat	100.00	30 bu.
Corn	100.00	89 bu.

B 2002 and 2008 Direct and CC Yields

The 2002 Farm Bill authorized the following:

- direct payment yields for crops with base acres to issue direct payments
  - Note:** The direct payment yield was renamed from the previous farm bill’s PFC payment yield. These yields have been unchanged since 1985.
- CC yield, to issue CC payments, if triggered, was established by either:
  - assigning the direct payment yield for the crop as the CC yield
  - allowing the owner the option to partially update the CC yield on the farm when partial update of the CC yield was based on 1 of the following formulas and **only** when base option to fully update bases was selected on the farm:
    - 93.5 percent of the 1998 through 2001 weighted average yield of the crop
    - 70 percent partial yield update calculated using 70 percent of the difference between the 1998 through 2001 weighted average yield and the direct payment yield, with the result being added to the direct payment yield of the crop
- bases acres and yields for soybeans and minor oilseed crops allowed for establishing direct and CC yields for soybeans and minor oilseeds using policy as stated in this subparagraph.

The 2008 Farm Bill allowed for pulse crop base acres and yields established under the 2002 Farm Bill, according to this subparagraph, to be used.

**83 Historical FSA Yields (Continued)****C 2014 PLC Yields**

The 2014 Farm Bill authorized the following:

- the farm's current owner had a 1-time opportunity, on a covered commodity by covered commodity basis, to:
  - retain the CC Yields that were established on the farm for the covered commodity in effect on September 30, 2013 as the PLC yield
  - update the yield based on 90 percent of the simple average of the yield per planted acre for the covered commodity for each of the 2008 through 2012 crop years, excluding any year in which the covered commodity was not planted
- a substitute yield was authorized if the farm's yield per planted acre in any year fell below 75 percent of the 2008 through 2012 simple county average yield per planted acre
- the certified yield was made at the farm level
- after September 30, 2014, upland cotton was no longer a covered commodity and was converted to generic base acres
  - the upland cotton counter cyclical yield was not maintained with the generic base acres in the farm's farm record
  - the direct yield was renamed the CTAP yield and was maintained because of the CTAP program.

**Note:** CTAP Yields are not maintained under the 2018 Farm Bill.

**83 Historical FSA Yields (Continued)**

**D Seed Cotton Yields**

The 2018 Bipartisan Budget Act authorized the following:

- seed cotton as a covered commodity for the 2018 crop year
- owners of a farm with generic base acres a 1-time opportunity to retain the CC yield for upland cotton, as listed in Farm Records as of September 30, 2013, multiplied by 2.4
- update of the upland cotton yield to 90 percent of a simple average of upland cotton yield per planted acres on the farm for each of the 2008 through 2012 crop years, excluding any year in which upland cotton was not planted, multiplied by 2.4.

**84 Certification of Yields****A Certified Yields**

PLC yields may be updated on a covered commodity-by-covered commodity basis at the discretion of the owner on the farm.

The owner may certify to an actual yield for each covered commodity with base acres that was planted on the farm in any year, during the 2013 through 2017 crop years. The certified yield will be made at the farm level.

**Note:** The yield certification policy is the same as the prior yield update policy where a producer's certification is required and certified production records for each year are **not** required. County Offices do **not** have the resources to accept production evidence for verification purposes as certifications are made.

Records supporting the certified yield are **not** required to be submitted to FSA for approval at the time of yield update certification; however, certified yields are subject to FSA review. An owner who certifies to a farm yield is **required** to retain the records used to certify to the applicable crop yields through the 2025 crop year. Farms selected for yield review that are determined to have an invalid or incorrect certification of yield will have the yield corrected; overpayments **must** be refunded, if applicable. More than 1 year of ARCPLC payments may be required to be refunded, if applicable.

**84 Certification of Yields (Continued)****B Yield Policy**

The certified PLC yield **must** represent the total harvested, appraised production, or both, divided by the planted acres of the covered commodity on the farm for each year and provided to the County Office under the following guidelines:

- certified yield data may be furnished by either the farm owner or operator
- the decision to update the PLC yield is solely the current owner's and can be made by any current owner of the farm in the yield update period
- the certified PLC yield **must** be supported by acceptable production evidence, if requested by FSA anytime through the 2025 crop year
- CCC-863's from the ARC-IC program will be provided to the operator or owner of the farm, by request, and may be used by an owner to certify PLC yields on the farm
- use of RMA production or yield data is encouraged, when certifying to yields for yield update purposes
- RMA yields may include yields used in either the indemnification process or the yearly certified yield included in the APH yield database
- the RMA APH yield **cannot** be used since it is a 4 to 10-year average of actual yields, adjusted yields, or both, in the APH database
- copies of production evidence used to certify to the covered commodity yields will **not** be required or accepted by FSA at the time of yield certification but **must** be available on request by FSA through the 2025 crop year.

**Note:** Provided FSA is satisfied the yield data is for farm yields supported by RMA, yield data will be considered to have met the review criteria, because these yields have already been reviewed or have been subject to review by RMA.

**84 Certification of Yields (Continued)****C Who Certifies Yields**

Yields will be provided to FSA, on CCC-867 (paragraph 112), by either the operator or owners of the farm and can include yield data from the current or previous producers on the farm. The actual decision to update the yield is made by an owner of the farm.

In cases where yields **cannot** either be determined or are **not** available, the yield for that acreage in that year will be substituted according to substitute yield policy in subparagraph D.

Production data used to certify yields **must** be retained by the current owner of the farm making the certification if the record is selected for review by FSA.

**Important:** Regardless of how yield information is provided, the owner must choose whether to update the yield and provide a certification as to the yield authenticity

**D Substitute Yield**

A substitute yield is authorized to be used in the 2013 through 2017 period if the farm's yield per planted acre for any year 2013 through 2017 falls below 75 percent of the 2013 through 2017 simple county average yield per planted acre for each covered commodity.

The substitute yield is calculated at 75 percent of the 2013 through 2017 county average yield. The same substitute yield, as calculated, will be used for each of the 5 years in the yield update period.

**Note:** There is 1 substitute yield per covered commodity per county that will be used in all years 2013 through 2017.

A substitute yield is **not** used in years of zero planting of the covered commodity during the 2013 through 2017 crop years. According to the 2018 Farm Bill, zero planting years of a covered commodity are **excluded** in the PLC yield calculation.

A substitute yield is used for years the crop is planted and when yields **cannot** either be determined or the yields are **not** available.

Because PLC yield updates are completed at the farm level and not the tract level, substitute yields are based on the administrative county of the farm.

84 Certification of Yields (Continued)

**E RMA and NAP Data**

Owners are encouraged to use yield data that was used by RMA to establish and update the RMA and NAP APH database for certification of yields for ARCPLC. The NAP APH yield information at FSA will be made available on request.

The following are examples of RMA yield data that can be used to assist in the yield certification process. The following yield data is from a Production and Yield Report used by Multi-Peril Crop Insurance companies. The column titled “Yield” can be used by the producer to certify to yields for the 2013 through 2017 covered commodity years.

**Note:** The following examples reflect the same FSA farm and RMA unit structure.

**Corn Yield Example 1:** All years, 2013 through 2017, have yield data and may be used to certify to yields for use in the yield update calculation.

<u>Year</u>	<u>Acres</u>	<u>Yield</u>		<u>Land</u>	
		<u>Yield</u>	<u>Flg</u>	<u>Description/FSN</u>	
2008	91.30	161.00	A		
2009	118.20	150.00	A		
2010	91.30	169.00	A		
2011	118.20	191.00	A		
2012	91.30	189.00	A		
2013	72.70	165.00	A		
2014	91.40	156.00	A		
2015	117.70	196.00	A		
2016	91.40	206.00	A		
2017	117.67	125.00	A		
		<u>Prior Yld</u>		<u>T-Yield</u>	<u>ARH ADJ Yield</u>
<b>Rate Yield:</b>		171.00	187.00	170.00	0.00
<b>APH Yield:</b>		182.00			

84 Certification of Yields (Continued)

E RMA and NAP Data (Continued)

**Corn Yield Example 2:** Only 2016 and 2017 has yield data that may be used to certify to yields for usage in the yield update calculation. The years of 2013, 2014, and 2015 were zero planted acre years and are **not** used in the yield update calculation.

**Note:** 2015 is not listed because the crop was not planted on the unit.

Year	Acres	Yield		Land	
		Yield	Flg	Description/FSN	
0	0.00	0.00			
0	0.00	0.00			
0	0.00	0.00			
0	0.00	0.00			
0	0.00	0.00			
0	0.00	0.00			
2013	0.00	187.00	L		
2014	0.00	187.00	L		
2016	65.00	205.00	A		
2017	37.35	212.00	A		
			<u>Prior Yld</u>	<u>T-Yield</u>	<u>ARH ADJ Yield</u>
Rate Yield:		198.00	192.00	187.00	0.00
APH Yield:		199.00			

F Yield Certification Form and Instructions

See paragraph 112 for an example of CCC-867 and instructions.

G Yield Update Software

See 10-CM for the software to update yields and instructions.

## 85 Modifications to Yield Certifications

### A Yield Certification Modifications

COC's are authorized to approve a modification to the owner's yield certification. Approvals of such modifications are subject to the owner providing verifiable or nonverifiable production records that clearly indicate the yield is different than originally certified. A modification of a yield certification may also be identified using RMA records provided by the owner and may be used as evidence to support a modification of the previously certified production.

Modifications of the yield record in these situations **must** be:

- documented on a copy of the original CCC-867
- initialed and dated by the owner
- approved by COC.

There is no deadline for modifications to yield certifications. Any payments generated will be made immediately. Any refunds must be collected immediately.

**Notes:** Modifications to the yield (higher or lower) may have impact on ARCPLC payments.

COC's should also consider referring the modifications of production to RMA under provisions of 4-RM, if warranted.

When completing an ARCPLC review (spot check) or correcting a yield and RMA data was used by the producer to certify the yield, the County Office is not to request any documentation, such as production evidence. This review can be accomplished by reviewing CIMS data and producer-provided RMA data. In all cases, it should be verified that RMA data exists. The exact yield number certified is not required to match because of differences in farm and unit structure between FSA and RMA.

It is important to remember that RMA units and FSA FSN's do not match in most cases; therefore, blended RMA yields may have been used to arrive at the certified FSN yield. COC will not request a producer's documentation if the certified yields appear to be representative of the RMA data.

**85 Modifications to Yield Certifications (Continued)****B Examples of Modifications to Yield Certifications**

**Example 1:** An owner certified yield data by the production reporting deadline, that the production from a crop of soybeans was 37 bushels per acre based on RMA records. Later, RMA modified the production because of quality adjustments and the net production was adjusted to 35 bushels per acre. COC may approve the adjustment in production on CCC-867, if the owner submits acceptable records to substantiate the adjustment.

**Note:** An operator or producer may assist a current owner with a yield update; however, it is the owner who updated the yield that is responsible for the update and evidence needed to substantiate the update.

**Example 2:** A owner certified yield data by the production reporting deadline, that the production from a crop of wheat was 55 bu. per acre based on farm-stored measurement records. Later, the owner sells the commodity and provides sales receipts for 59 bu. per acre. COC may approve the adjustment in production, if the current owner choosing to update the yield provides acceptable records to substantiate the adjustment.

**Note:** County Offices will consider a referral to RMA under provisions of 4-RM, if warranted.

**85 Modifications to Yield Certifications (Continued)****C PLC Yield Correction Policy**

County Offices will use the policies set forth in this paragraph to correct PLC yields on a farm when the owner or FSA has found an erroneous yield.

The following are PLC yield corrections that may be approved by COC:

- a mathematical error was found in calculating the PLC yield
- owner made an error when certifying a yield in any of the years the covered commodity was planted (2013 through 2017)
- yields were not loaded correctly in the yield update software by FSA.

Other yield corrections may be considered and require submission to STC or designee for review and concurrence.

County Offices will thoroughly document the yield correction and review the yield data with COC. COC's determination will be documented in the COC executive minutes and reviewed by DD for concurrence.

**Note:** Owners are not required to sign a new CCC-867 for PLC yield corrections according to this paragraph.

## 85 Modifications to Yield Certifications (Continued)

### D Yield Correction Notification Policy

Notification of yield corrections to owners and operators on the farm is required if corrections to yields of covered commodities on the farm are discovered.

**Note:** Appeal rights must be provided.

### E Effects of PLC Yield Corrections

A comparison of the corrected PLC yield to the certified PLC yield will be performed at the final approved PLC yield at the farm level, not at the tract level.

If the farm level corrected PLC yield in comparison to the certified PLC yield reveals a discrepancy where the County Office made an error during the yield certification process resulting in an inaccurately certified yield by the owner:

- the PLC yield will be corrected for each year beginning in 2020 and subsequent years

**Note:** Tolerance is not applicable.

- COC is not required to make a good faith determination as FSA made the error
- any overpayment or underpayment will be processed for each applicable year a yield is corrected.

PLC yield corrections must be documented in the COC minutes.

**Example:** A producer's approved PLC yield is 100 bu./acre for corn. The yield correction for each of the PLC update years (2013 through 2017) results in the new farm level PLC yield being calculated at 96 bu./acre.

The certified farm level PLC yield of 100 bu./acre will be corrected to 96 bu./acre. The County Office will complete the correction for 2020 and subsequent years.

**85 Modifications to Yield Certifications (Continued)****F PLC Yield Correction Adjustments**

If the farm level corrected PLC yield in comparison to the certified PLC yield reveals a discrepancy where the owner made an error during the yield update period:

- COC must determine whether the owner acted in good faith when providing the certified yield during the yield update period

**Note:** If COC determines:

- “good faith” on behalf of the owner:
  - correct the final PLC yield at the farm level for 2020 and all subsequent years
  - process any overpayments or underpayments for each year
- “lack of good faith” on behalf of the owner:
  - correct the final PLC yield to the PLC yield that existed for the crop on the farm before the yield update period for 2020 and subsequent years
  - process any overpayments or underpayments for each year.
- COC’s determination will be documented in the executive minutes.

**Note:** See 1-ARCPLC (Rev. 1) to determine whether misrepresentation, inaccurate representation, scheme, or device has occurred.

86 Hybrid Seed or Popcorn

**A Yield Certification**

An owner on a farm having hybrid seed or popcorn may request to use:

- subparagraph B for hybrid seed
- subparagraph C for popcorn.

**B Hybrid Seed Separate Methods**

Owners may use any of the following separate methods to certify and update PLC yields for any covered commodities grown for hybrid seed for each crop year 2013 through 2017. If more than 1 method is applicable to the farm, the owner may select the method to be used. If an owner does **not** select a method, the farm’s yield will remain unchanged from the CC yield.

<b>IF...</b>	<b>AND...</b>	<b>THEN the current owner may certify to the...</b>
both commercial crop acreage and hybrid seed acreage is grown on the farm	both the commercial and the hybrid seed acres are irrigated or nonirrigated	yield per planted acre from the commercial acreage to the hybrid seed acreage.
the producer and company entered into an agreement to use a commercial equivalent yield to calculate payments under the seed contract based on harvested commercial production	the producer has evidence that the calculation was based on actual harvested yields  <b>Note:</b> Evidence may include the nomination form, election of field form, or other form showing actual harvested commercial production.	commercial equivalent production used for payment by the seed company, <b>not</b> to exceed 120 percent of the county average yield for the specific year the hybrid seed was grown, as determined by STC.
the entire county grows hybrid seed	neither of the previous 2 methods in this table apply	county average yield of an adjacent county for the specific year the hybrid seed was grown, as determined by STC.
neither of the previous 3 methods in this table apply		county average yield for the specific year the hybrid seed was grown, as determined by STC.

**Note:** In States where irrigated and nonirrigated yields exist for hybrid seed crops, commercial equivalents are limited to 120 percent of the applicable irrigated or nonirrigated county yield, as determined by STC. For counties that do **not** have a separate irrigated or nonirrigated county yield, STC’s may (**not** required) establish separate irrigated or nonirrigated county yields for hybrid seed acres for certified yield updating purposes **only**. If separate irrigated and nonirrigated yields are **not** established, then the blended county average yield must be used, **not** the PLC substitute yield.

86 Hybrid Seed or Popcorn (Continued)

**C Popcorn Yield Certification Conversion Policy**

An owner on a farm having popcorn may request to use a conversion factor of 29.7 to convert pounds to bu. for the specific years the crop was grown, 2013 through 2017. This factor can only be used if a “commercial corn yield” from harvested acres is **not** available on the farm. If commercial corn was harvested on the farm, then the conversion factor must **not** be used and the popcorn acres will be assigned the commercial corn yield associated with the farm. To convert popcorn yields (pounds) when an appropriate commercial corn yield is **not** available on the farm, divide the popcorn yield in pounds by 29.7 to obtain an equivalent commercial corn yield in bu.

**Example:** A 5,000 pound popcorn yield divided by 29.7 would be equivalent to 168 bu. field corn yield, rounded to the nearest bu.

Use the following table to determine when to use the commercial corn yield or the conversion factor.

<b>IF there is...</b>	<b>THEN...</b>
irrigated commercial corn on the farm	apply the same yield to the irrigated popcorn acres.
nonirrigated commercial corn on the farm	apply the same nonirrigated yield to nonirrigated popcorn acres.
no commercial corn on the farm	use the factor to determine the popcorn yield, regardless if the popcorn is irrigated or nonirrigated.
irrigated commercial corn on the farm only and there is nonirrigated popcorn on the farm <b>only</b>	use the factor to determine the popcorn yield.
nonirrigated commercial corn on the farm only and there is irrigated popcorn on the farm <b>only</b>	use the factor to determine the popcorn yield.

87 Yield Update Examples

A Example 1

In this example, a producer planted peanuts in all 5 years of the yield period 2013 through 2017. The 2017 crop year yield is lower than the substitute yield (75 percent of the 2013 through 2017 county average yield). The substitute yield will be used for 2017.

The 5-year average yield on the farm is calculated at 3,506 pounds per acre. The PLC yield is 90 percent of 3,506 pounds per acre multiplied by the national yield factor of 92.73 percent or 2,926 pounds per acre.

The owner may choose to keep the PLC yield of 2,972 pounds per acre or update the yield to 2,926 pounds per acre.

**Note:** In this example the National Office determined that the average of the 2013 through 2017 national average yield per planted acre for the covered commodity divided by the average of the 2013 through 2017 national average yield per planted acre is 92.73 percent for peanuts.

Farm 1	Covered Commodity is Peanuts					Current PLC Yield is 2972 Lbs. Per Acre		
	2013	2014	2015	2016	2017	Total 1/	Average Yield 2/	PLC Yield at 90 Percent – Adjusted 3/
<b>Covered Commodity Yield</b>	3819	3557	3441	4111	2422	17,529	3506	2926 lbs. per acre
<b>Substitute Yield at 75 Percent</b>	<del>2601</del>	<del>2601</del>	<del>2601</del>	<del>2601</del>	2601			
<p><b>1/</b> Total of 2013 through 2017 covered commodity year yields.</p> <p><b>2/</b> Average yield that is the total of all yields (higher of actual or substitute yield), divided by the number of years with planted acres of the covered commodity, rounded to the nearest whole number.</p> <p>5-Year Average of Planted Acreage (3819 + 3557 + 3441 + 4111 + 2601 = 17529 ÷ 5 = 3505.80)</p> <p><b>3/</b> PLC Yield at 90 Percent Adjusted is calculated figuring a 92.73 percent ratio obtained by dividing</p> <ul style="list-style-type: none"> <li>the average of the 2008 through 2012 national average yield per planted acre for the covered commodity by</li> <li>the average of the 2013 through 2017 national average yield per planted acre for the covered commodity.</li> </ul> <p><b>Note:</b> This number may not be less than 90 percent or greater than 100 percent and will be determined at the National Office (see paragraph 81).</p> <p><b>Yield update decision is to retain the peanut PLC yield of 2,972 pounds per acre.</b></p>								

87 Yield Update Examples (Continued)

B Example 2

In this example, a producer planted corn in 3 years of the yield period 2013 through 2017. The 2017 crop year yield is lower than the substitute yield (75 percent of the 2013 through 2017 county average yield). The 2017 yield will be substituted.

Using the 3 years of yields from the years that the covered commodity was planted on the farm, the average yield is calculated at 139 bu. per acre. The PLC yield is 90 percent of 139 bu. per acre multiplied by the national yield factor of 90 percent or 113 bu. per acre.

The owner may choose to keep the current PLC yield of 112 bu. per acre or update the yield to 113 bu. per acre.

Farm 2	Covered Commodity is Corn					Current PLC Yield is 112 Bu. Per Acre		
	2013	2014	2015	2016	2017	Total <sup>1/</sup>	Average Yield <sup>2/</sup>	PLC Yield at 90 Percent – Adjusted <sup>3/</sup>
Covered Commodity Yield	Zero Planted	Zero Planted	135	160	<del>119</del>	417	139.00	113 bu. per acre
Substitute Yield at 75 Percent	<del>122</del>	<del>122</del>	<del>122</del>	<del>122</del>	122			
<p><sup>1/</sup> Total of 2015 through 2017 covered commodity year yields. 2013 and 2014 years are zero planted and <b>excluded</b> from the calculation.</p> <p><sup>2/</sup> Average yield that is the total of all yields (higher of actual or substitute yield), divided by the number of years with planted acres of the covered commodity, rounded to the nearest whole number.</p> <p>3-Year Average of Planted Acreage (135 + 160 + 122 = 417 ÷ 3 = 139.00)</p> <p><sup>3/</sup> PLC Yield at 90 Percent Adjusted is calculated figuring a 90 percent ratio obtained by dividing</p> <ul style="list-style-type: none"> <li>the average of the 2008 through 2012 national average yield per planted acre for the covered commodity by</li> <li>the average of the 2013 through 2017 national average yield per planted acre for the covered commodity.</li> </ul> <p><b>Note:</b> This number may not be less than 90 percent or greater than 100 percent and will be determined at the National Office (see paragraph 81).</p>								
<p><b>Yield update decision is to update the corn PLC yield to 113 bu. per acre.</b></p>								

87 Yield Update Examples (Continued)

C Example 3

In this example, soybeans were planted in 4 of the 5 years, 2013 through 2017. In 2014, the owner did **not** provide a yield certification because the farm was operated by a different producer who would **not** provide the yield records. Also, the 2017 crop year yield is lower than the substitute yield (75 percent of the 2013 through 2017 county average yield). Both the 2013 and the 2017 yields will be substituted.

Using the 4 years of yields from the years the covered commodity was planted on the farm, the average yield is calculated at 42 bu. per acre. The PLC yield is 90 percent of 40 bu. per acre multiplied by the national yield factor of 90 percent or 34 bu. per acre.

The current owner may choose the current PLC yield of 32 bu. per acre, or the calculated PLC yield of 34 bu. per acre.

Farm 3	Covered Commodity is Soybeans					Current PLC Yield is 32 Bu. Per Acre		
	2013	2014	2015	2016	2017	Total 1/	Average Yield 2/	PLC Yield at 90 Percent-Adjusted 3/
Covered Commodity Yield	Zero Planted	Planted No Production Evidence 0	47	60	26	167	42	34 bu. per acre
Substitute Yield at 75 Percent	30	30	30	30	30			
<p>1/ Total of 2013 through 2014 covered commodity year yields. 2013 covered commodity year is zero planted and <b>excluded</b> from the calculation. 2014 and 2017 yields are substituted yields.</p> <p>2/ Average yield that is the total of all yields (higher of actual or substitute yield), divided by the number of years with planted acres of the covered commodity, rounded to the nearest whole number.</p> <p>4-Year Average of Planted Acreage (30 + 47 + 60 + 30 = 167 ÷ 4 = 41.75)</p> <p>3/ PLC Yield at 90 Percent Adjusted is calculated figuring a 90 percent ratio obtained by dividing</p> <ul style="list-style-type: none"> <li>the average of the 2008 through 2012 national average yield per planted acre for the covered commodity by</li> <li>the average of the 2013 through 2017 national average yield per planted acre for the covered commodity.</li> </ul> <p><b>Note:</b> This number may not be less than 90 percent or greater than 100 percent and will be determined at the National Office (see paragraph 81).</p>								
<p><b>Yield update decision is to update the soybean PLC yield to 34 bu. per acre.</b></p>								

87 Yield Update Examples (Continued)

D Example 4

In this example, a producer planted wheat in 1 year of the yield period 2013 through 2017. The yield for the 1 year of planting is greater than the substitute yield (75 percent of the 2013 through 2017 county average yield).

Using 1 year of yield data from the 2015 crop year, when the wheat crop was planted on the farm, the average yield is calculated at 60 bu. per acre. The PLC yield is 90 percent of 60 bu. per acre multiplied by the national yield factor of 95.45 percent or 52 bu. per acre.

The current owner may choose to keep the current PLC yield of 32 bu. per acre or update the yield to 52 bu. per acre.

Farm 4	Covered Commodity is Wheat					Current CC Yield is 32 Bu. Per Acre		
	2013	2014	2015	2016	2017	Total <u>1/</u>	Average Yield <u>2/</u>	PLC Yield at 90 Percent-Adjusted <u>3/</u>
Covered Commodity Yield	Zero Planted	Zero Planted	60	Zero Planted	Zero Planted	60.00	60.00	52 bu. per acre
Substitute Yield at 75 Percent	45	45	45	45	45			
<p><u>1/</u> Total of the 2015 covered commodity average year yield. 2013, 2014, 2016, and 2017 years are zero planted and <b>excluded</b> from the calculation.</p> <p><u>2/</u> Average yield that is the total of all yields (higher of actual or substitute yield), divided by the number of years with planted acres of the covered commodity.</p> <p>1-Year Average of Planted Acreage (60 ÷ 1 = 60.00)</p> <p><u>3/</u> PLC Yield at 90 Percent Adjusted is calculated figuring a 95.45 percent ratio obtained by dividing</p> <ul style="list-style-type: none"> <li>the average of the 2008 through 2012 national average yield per planted acre for the covered commodity by</li> <li>the average of the 2013 through 2017 national average yield per planted acre for the covered commodity.</li> </ul> <p><b>Note:</b> This number may not be less than 90 percent or greater than 100 percent and will be determined at the National Office (see paragraph 81).</p>								
<p><b>Yield update decision is to update the wheat PLC yield to 52 bu. per acre.</b></p>								

87 Yield Update Examples (Continued)

E Example 5

In this example, a producer planted upland cotton in rotation on the farm, 2013, 2015, and 2017 during the period 2013 through 2017. The 2017 yield is less than the substituted yield (75 percent of the 2013 through 2019 county average yield). The 2017 yield will be substituted.

Using the 3 years of yields from the years that the covered commodity was planted on the farm, the average yield is calculated at 1,137 bu. per acre. The PLC yield is 90 percent of 1,137 pounds per acre multiplied by the national yield factor of 90 percent multiplied by 2.4 or 2,210 pounds per acre.

**Note:** In this table, yield data is recorded as lint pounds until converted to seed cotton pounds in the final step.

The owner may choose to keep the PLC yield of 1286 bu. per acre or the updated yield of 2210 bu. per acre.

Farm 5	Covered Commodity is Upland Cotton					PLC Yield is 1286 Bu. Per Acre		
	2013	2014	2015	2016	2017	Total <u>1/</u>	Average Yield <u>2/</u>	PLC Yield at 90 Percent– Adjusted <u>3/</u> Times <u>2.4 (4/)</u>
Covered Commodity Yield	1210	Zero Planted	1450	Zero Planted	<del>650</del>	3410	1137	2,210 lb. per acre
Substitute Yield at 75 Percent	<del>750</del>	<del>750</del>	<del>750</del>	<del>750</del>	750			

87 Yield Update Examples (Continued)

E Example 5 (Continued)

Farm 5	Covered Commodity is Upland Cotton	PLC Yield is 1286 Bu. Per Acre
<p><u>1/</u> Total of 2013, 2015, and 2017 covered commodity year yields. 2014 and 2016 years are zero planted and <b>excluded</b> from the calculation.</p>		
<p><u>2/</u> Average yield that is the total of all yields (higher of actual or substitute yield), divided by the number of years with planted acres of the covered commodity, rounded to the nearest whole number.</p>		
<p>3-Year Average of Planted Acreage (1210 + 1450 + 750 = 3410 ÷ 3 = 1136.67)</p>		
<p><u>3/</u> PLC Yield at 90 Percent Adjusted is calculated figuring a 90 percent ratio obtained by dividing</p> <ul style="list-style-type: none"> <li>• the average of the 2008 through 2012 national average yield per planted acre for the covered commodity by</li> <li>• the average of the 2013 through 2017 national average yield per planted acre for the covered commodity.</li> </ul> <p><b>Note:</b> The national yield may not be less than 90 percent or greater than 100 percent and will be determined at the National Office (see paragraph 81).</p>		
<p><u>4/</u> Upland Cotton lint yield is multiplied by 2.4 factor to convert to seed cotton</p>		
<p><b>Yield update decision is to update the upland cotton PLC yield to 2,210 pounds per acre.</b></p>		

88-103 (Reserved)



### Section 3 Certified Yield Compliance

#### 104 Records of Production

##### A Yield Certifications

Yield certifications are required to be provided to FSA for the ARC and PLC Program in 2 instances:

- farm has ARC-IC elected that provides for the need of benchmark and current year production data
- farm has had the PLC yields updated.

A yield certification by a farm's owner does **not** require submitting production records to support the certified yield, unless selected by FSA for review.

**104 Records of Production (Continued)****B Acceptable Records**

FSA **may** require producers who are participants in ARC-IC or owners who certify to yields under PLC yield update, to submit records of production to substantiate production or yield reported to FSA for the farm.

Production records acceptable to CCC **may** include the following verifiable or nonverifiable, but reliable:

- production data previously reported to FSA on CCC-863 under the ARC-IC program

**Note:** CCC-863's on file at FSA for the ARC-IC program for the farm will be made available to current year farm owners or operators for the purpose of yield updating or ARC-IC production reporting on request.

- production data previously reported to FSA on CCC-658 under the ACRE program

**Note:** CCC-658's on file at FSA for the ACRE program for the farm will be made available to current year farm owners or operators for the purpose of yield updating or ARC-IC production reporting on request.

- commercial receipts, settlement sheets, warehouse ledger sheets, pick records, or load summaries, if the eligible crop was sold or otherwise disposed of through commercial channels
- nonverifiable documentary evidence determined to be reliable by FSA, such as contemporaneous measurements, truck scale tickets, pick records, grain yield monitors, and contemporaneous diaries, as necessary, to verify information provided by the producer, if the eligible crop was stored, sold, fed to livestock, or otherwise disposed of other than through commercial channels
- appraisal information from LA acceptable to CCC.

**Note:** FSA will **not** perform appraisals for ARCPLC purposes. However, FSA will generally accept appraisals performed for NAP or crop insurance purposes provided the appraisal is deemed an acceptable record of production for the farm (or part of the farm, as applicable) as enrolled in ARCPLC.

**104 Records of Production (Continued)****C Verifiable Records**

Verifiable records of production include contemporaneous records provided by the producer that may be verified by CCC through an independent source and can be used to substantiate the amount of production reported. Verifiable records **must**:

- be dated
- show disposition of the crop's production, including both quantity and price
- be seasonal or crop specific for crops that are produced more than once in a calendar year
- be provided if production records are requested by FSA if they exist.

**D Nonverifiable Records**

If submitting production records is required and verifiable records are **not** available, the producer or owner **must** provide any other available documentation, including, but **not** limited to:

- copies of receipts
- ledgers of income corresponding to production
- income statements of deposit slips
- register tapes
- invoices for custom harvesting
- pick records.

Nonverifiable records are subject to review by FSA according to subparagraph E.

104 Records of Production (Continued)

E COC Responsibilities

COC will follow this table when reviewing production records for ARC-IC or when a farm has been selected for review of the PLC updated yield, as applicable.

Step	Action
1	Date-stamp hard copy records with County Office name.
2	Photocopy date-stamped production records submitted by the current owner or producer.
3	Place photocopied date-stamped records in the producer’s County Office file.
4	<p>Return the original date-stamped production evidence to the current owner or producer.</p> <p><b>Note:</b> The original date-stamped production evidence can <b>only</b> be returned to the producer <b>after</b> the photocopies have been made and placed in the current owner’s or producer’s farm file.</p>
5	Review current owner’s or producer’s farm file for previously submitted production evidence. Ensure that the records have <b>not</b> been duplicated.
6	<p>Ensure that the current owner or producer understands that the production records <b>must</b> be:</p> <ul style="list-style-type: none"> <li>• complete and represent the farm’s total harvested production</li> <li>• for the correct farm, crop year, and acreage.</li> </ul>
7	<p>Review <b>all</b> production records provided by the current owner or producer and farm, and determine whether the records support the current owner’s or producer’s certification or report of production. If the records:</p> <ul style="list-style-type: none"> <li>• support the current owner’s or producer’s certification for the farm, but are <b>not</b> verifiable, follow step 8</li> <li>• support the current owner’s or producer’s certification for the farm, and are verifiable, the records are acceptable</li> <li>• do <b>not</b> support or agree with the current owner’s or producer’s farm certification, advise the current owners or producer that the production records are <b>not</b> acceptable and will <b>not</b> be used.</li> </ul> <p><b>Note:</b> The substitute yield for ARC-IC and PLC yield update will be used.</p> <p>After copies of production records have been placed in the current owner’s or producer’s farm file in the County Office, they will <b>not</b> be removed or returned to the current owner or producer.</p>

104 Records of Production (Continued)

E COC Responsibilities (Continued)

Step	Action	
8	Compare the current owner’s or producer’s <b>nonverifiable record of production</b> with either of the following: <ul style="list-style-type: none"> <li>• neighboring owners or producers of the crop who have provided verifiable or reliable reports of production</li> <li>• the ARCPLC substitute yield.</li> </ul>	
	<b>IF...</b>	<b>THEN...</b>
	similar levels of production were experienced on neighboring farms or the level of production is consistent with the ARCPLC substitute yield	the current owner’s or producer’s certification, supported by some record of production, may be considered reliable and acceptable.
	records do <b>not</b> support the current owner’s or producer’s certification	COC will assign the substitute yield for ARC-IC or PLC yield updates, as applicable.

**105 Commodities Sold, Stored, or Disposed of Commercially Off the Farm****A Required Information**

For commodities commercially sold, stored, or disposed of off the farm, evidence **must** show the following:

- owner's or producer's name
- crop year (may be certified or provided by producer)
- commodity
- class, if applicable
- buyer or storing facility
- transaction or delivery date

**Note:** COC may consider production evidence acceptable if transaction or delivery dates are **not** shown, if **all** of the following apply:

- the evidence is a summary provided by the buyer or warehouse
  - the crop year is indicated on the evidence
  - COC is satisfied that the evidence accurately represents the production from the farm for the applicable crop year.
- net quantity (bu., pounds, or cwt., as applicable).

**Note:** If the evidence indicates dockage, excessive moisture, or both, and an adjustment is **not** shown on the evidence, County Offices will make the applicable adjustments according to 2-LP.

**105 Commodities Sold, Stored, or Disposed of Commercially Off the Farm (Continued)****B Supporting Evidence**

Production can be substantiated by the following documentation:

- LDP or MAL records

**Note:** Loan quantities will be considered synonymous with LDP quantities, because producers may receive a loan or LDP, but **not** both, on eligible quantities.

- warehouse receipts
- delivery evidence
- warehouse ledgers
- sales evidence
- load summaries from warehouse, processor, or buyer
- settlement sheets
- scale tickets or weight slips with all required information
- computer-generated documents from a warehouse that contain required information
- gin records

## 105 Commodities Sold, Stored, or Disposed of Commercially Off the Farm (Continued)

**B Supporting Evidence (Continued)**

- RMA yield production records

**Notes:** This includes certified yields within the APH database.

In all cases when using RMA data, **always** use FSA acreage when calculating yields.

- RMA records of loss appraisals

**Note:** This includes proof of loss forms generated by multi-peril insurance providers when indemnities are paid.

- measured quantities of farm-stored production according to paragraph 106
- measured quantities performed by uninterested third parties.

**Important:** COC will carefully review all documents to ensure that duplicate records are **not** submitted for the same production. Additionally, COC will:

- require additional evidence if COC has reason to:
  - question existing evidence
  - believe existing evidence does **not** represent correct production
- limit combinations of production evidence according to subparagraph C.

**Note:** When RMA data is used and COC is satisfied that data is acceptable, the farm is no longer subject to spot check requirements.

**105 Commodities Sold, Stored, or Disposed of Commercially Off the Farm (Continued)****C Ensuring That Evidence Is Not Duplicated**

COC's will carefully review documents submitted, according to subparagraph B, to ensure that duplicate records have **not** been submitted for the same production. Additionally, COC's will **not** authorize either of the following combinations:

- farm-stored measurement records with **any other** form of supporting evidence
- loan records, LDP records, or both, with **any other** form of supporting evidence.

**Exception:** Combinations may be authorized when production records clearly remove any probability of duplication. For example, a producer sells 10 loads of corn, with delivery dates from October 1 to October 15. FSA farm-stored measurement date for LDP is November 15.

**106 Production That is Farm-Stored, Used for Seed, Silaged, Hayed, or Grazed**

**A Determining Acceptable Yield When Production Remains Farm Stored, Used for Seed, Silaged, Hayed, or Grazed**

The following policy applies to determining production for covered commodities that are farm-stored, used for seed, silage, hayed, or grazed.

<b>WHEN production from covered commodities planted on the FSA farm...</b>	<b>AND...</b>	<b>THEN the...</b>
is farm-stored and has <b>not</b> been sold or fed or used for seed	the grain was measured by FSA or crop insurance representative	producer may certify and COC may accept the measured quantity.  <b>Note:</b> Data may be obtained from RMA or NAP APH database records if applicable.
is farm-stored and has <b>not</b> been sold or fed or used for seed	was <b>not</b> measured	producer may certify, using contemporaneous records, and COC may accept the yield per acre certified using paragraph 104.

106 Production That is Farm-Stored, Used for Seed, Silaged, Hayed, or Grazed (Continued)

A Determining Acceptable Yield When Production Remains Farm Stored, Used for Seed, Silaged, Hayed, or Grazed (Continued)

<b>WHEN production from covered commodities planted on the FSA farm...</b>	<b>AND...</b>	<b>THEN the...</b>
is farm-stored and <b>has</b> been fed or used for seed	was <b>not</b> measured	producer may certify, using contemporaneous records, and COC may accept the yield per acre certified using paragraph 104.
is used for seed	producer provides written certification that: <ul style="list-style-type: none"> <li>• disposition was by planting</li> <li>• production is <b>not</b> included in any other record</li> <li>• seeding rate</li> <li>• number of acres planted</li> </ul>	producer may certify and COC may accept the yield certified using the paragraph 104.
has 100 percent of the acreage taken for silage or hay	there are no records of silage or hay production per acre	producer may certify and COC may accept the substitute yield for ARC-IC or PLC yield update, as applicable, to the acreage.
has 100 percent of the acreage taken for silage or hay	there are acceptable records of production	producer may certify and COC may accept the converted tons of silage or hay using the factors in paragraph 108.  <b>Note:</b> If production has been converted for LDP, loan, or both, by RMA or NAP, then use that production.

106 Production That is Farm-Stored, Used for Seed, Silaged, Hayed, or Grazed (Continued)

A Determining Acceptable Yield When Production Remains Farm Stored, Used for Seed, Silaged, Hayed, or Grazed (Continued)

<b>WHEN production from covered commodities planted on the FSA farm...</b>	<b>AND...</b>	<b>THEN the...</b>
has partial acreage of the crop taken for grain and partial acreage taken for silage, hay, or graze	does <b>not</b> have records of grain production available for any acres of the farm	producer may certify and COC will assign the substitute yield for ARC-IC or PLC yield update, as applicable, to the acreage taken for silage, hayed or grazed.
has partial acreage of the crop taken for grain and partial acreage taken for silage, hay, or graze	does have records of grain production available on the portion of the acreage of the farm taken for grain	producer may certify and COC may accept the higher of either of the following: <ul style="list-style-type: none"> <li>• actual yield or substitute yield from the acreage taken for grain applied to the acreage taken for silage, hay, or graze and use the grain yield</li> <li>• substitute yield for the farm.</li> </ul>
has 100 percent of the acreage for the crop is taken for grazing	does <b>not</b> have an appraisal or other documentation showing production per acre for the crop	producer may certify and COC may accept the substitute yield for ARC-IC or PLC yield update, as applicable, to the acreage.

**107 Determining Farm Yield When Owner's Update Was Not For a Complete Farm****A Partial Yield Update**

If an owner provides a yield update based only on a portion of the harvested acres of the crop on the whole farm, the procedure in this paragraph is applicable **only** to the specific acreage of a crop for which **both** of the following apply to a farm:

- acceptable production records on 1 or more fields within the farm during the benchmark period for ARC-IC or the 2013 through 2017 years for yield update period **cannot** be obtained
- owners and producers did **not** have an interest in the crop.

**B No Interest in Part or All of the Acreage of a Crop**

Owners of a farm may **not** be able to obtain production evidence from **former** producers on the farm's tract or field for all the applicable crop years. The following process will be used to calculate the farm yield:

- assign production from the substitute yield for ARC-IC or PLC yield update, to the tract or field acreage from which production evidence is unavailable, provided existing FSA or crop insurance records clearly document the tract or field had planted acreage of the crop
- obtain production from acreage that the producer had control of and has production or yield data available
- total the assigned and actual production from all tracts and fields for the crop and divide by the total acres of the planted crop on the farm in the applicable year.

The substitute yield for ARC-IC or PLC yield will be applicable at the farm level, if the substitute yield on the farm is higher than the yield calculated in this subparagraph.

107 **Determining Farm Yield When Owner’s Update Was Not For a Complete Farm (Continued)**

**C Partial Yield Update Example**

The partial substitute yield can be used when the producer currently farms land, but the producer did **not** farm the land in 1 or more of crop years 2013 through 2017.

**Example:** Producer added 150.00 acres of land to his operation in 2017:

- he does **not** have production records in 2013 on 100.00 acres of wheat, because he did **not** farm those acres in 2013
- he does have production records for the other 50.00 acres of wheat, because he farmed those acres in 2013.

Wheat plantings on the farm were as follows.

<b>Year</b>	2013	2014	2015	2016	2017
<b>Acres</b>	150.00	0.00	0.00	0.00	200.00

$$\begin{array}{r}
 2013: 100 \text{ acres} \times 38 \text{ bushels (substitute yield)} = 3,800 \text{ bu.} \\
 \quad \underline{50 \text{ acres} \times 45 \text{ bushels (actual yield)}} = \underline{2,250} \text{ bu.} \\
 150 \text{ acres} = 6,050 \text{ bu.}
 \end{array}$$

$$6,050 \text{ bu.} \div 150.00 \text{ acres} = 40 \text{ bu. per acre } \underline{1/}$$

1/ Enter **40 bu.** on CCC-867 for 2013 year.

**108 Silage and Hay Production Evidence and Grazed Acreage****A Policy**

Silage or hay production (tonnage) that is a matter of record and meets paragraph 104 criteria may be converted to bu. using conversion factors in this subparagraph.

**Note:** If RMA has converted silage to bu., producers may certify, and COC's accept, RMA production (bu.) as converted.

**B Silage Production**

Acceptable records of silage production **must** be converted from tons of silage to bu. of grain by multiplying the tonnage amount by the following factors:

- 6.47 for barley
- 7.94 for corn
- 5.51 for dry peas
- 3.114 cwt. for grain sorghum multiplied by 100 divided by 56
- 4.30 for lentils
- 4.08 for oats
- 6.00 for small chickpeas
- 5.00 for soybeans
- 6.99 for wheat.

**Example:** Farmer A sold a corn crop harvested as silage to XYZ Dairy. All production is weighed. XYZ Dairy purchased 739.5 tons of corn silage from Farmer A. The actual corn grain production for that year would be 5,872 bu. (739.5 tons x 7.94 bu. per ton = 5,872 bu.).

**108 Silage and Hay Production Evidence and Grazed Acreage (Continued)****C Hay Production**

Acceptable records of hay production must be converted to bu. by multiplying the tonnage by the following conversion factors:

- 18.49 for barley
- 8.89 for large chickpeas
- 17.14 for small chickpeas
- 22.69 for corn
- 15.74 for dry peas
- 8.89 cwt. for grain sorghum multiplied by 100 divided by 56
- 12.29 for lentils
- 11.66 for oats
- 14.20 for soybeans
- 19.97 for wheat.

**D Silage or Hay Measurements**

Actual measurements to verify production for a particular year **must** have been taken **before** harvesting the next year's crop to document the year of production. Acceptable farm-stored forage measurements are measurements taken by the following:

- FSA employees, if done as part of an official measurement service
- FSA certified LA's
- Extension Service or USDA employees acting in an official capacity
- feed company consultants approved by COC
- private feed and forage consultants approved by COC
- RMA or reinsured company appraisers.

**Note:** Using sales receipts to document production eliminates the need for an on-farm hay or forage measurement.

**E COC Guidelines for Approving Silage or Hay Measurements**

COC's will review applicant's documents from feed and forage consultants and make approvals based on whether or **not** the documents meet the requirements of this part. It is evident that feed and forage consultants do **not** necessarily provide the same service to all customers.

## 109 Commingled Production

### A Overview

The best available production records may include production that has been commingled between:

- farms and tracts
- years
- a combination of farms, tracts, and years
- producers.

COC is authorized to apportion commingled production according to this paragraph.

**Note:** COC will only apportion production that is represented by acceptable records, but **cannot** be identified with a specific farm or year.

### B Basic Option, Planted Acres

If commingled production **cannot** be separated by year or by farm, COC will apportion production based on **planted** acres in each applicable year or each applicable farm. See subparagraphs E and F for example.

**Exception:** COC **may** allow alternative methods to apportion production, as requested by owners or producers, according to subparagraph D.

### C Commingled Years and Farms

If production is commingled between crop years and farms, COC will apportion the production to applicable **crop years before** apportioning production to farms.

**109 Commingled Production (Continued)****D Alternative Methods of Apportioning**

COC **must** be satisfied that apportioning production by any method, other than using **planted** acres, according to subparagraph B, results in yields comparable to other similar farms for the applicable years and farm.

**Note:** The alternative method requested by an owner of a farm **must** be documented on or attached to CCC-867. COC will limit apportioning based on **planted** acreage according to subparagraph B, if an alternative method results in questionable or inequitable yields between farms or crop years.

COC **may** allow the apportioning of acceptable production evidence, based on the following:

- harvested acres in each applicable year or each applicable farm
- crop insurance records for each year
- other available records COC determines can reasonably be used for apportioning, such as custom harvesting records, producer load summaries, or weight tickets.

**Note:** See subparagraphs E through G for examples of apportioning production based on alternative methods approved by COC.

109 **Commingled Production (Continued)****E Apportion Based on Planted Acres Between Years**

This example apportions acceptable production evidence between crop years based on planted acres, according to subparagraph B. A producer has the following farm information:

- settlement sheet for 10,000 bu. after the 2013 crop was harvested
- settlement sheet for 20,000 bu. after the 2014 harvest, but before any 2015 harvest
- planted acres were:
  - 90.00 acres in 2013
  - 110.00 acres in 2014
- the owner has **not** requested COC to consider an alternative method of apportioning, according to subparagraph D.

In this example, production **must** be prorated between the years, based on the harvested acres each year, as follows:

- total the harvested acres from each year ( $90 + 110 = 200$ )
- divide the harvested acres for each applicable year by the sum of harvested acres for all years, to determine a percentage of acres applicable to each year as follows:
  - (2013):  $90 \div 200 = .4500$
  - (2014):  $110 \div 200 = .5500$
- multiply the acreage percentage for each year by the commingled production:
  - $30,000 \text{ bu.} \times .45 = 13,500 \text{ bu.}$  attributed to 2013
  - $30,000 \text{ bu.} \times .55 = 16,500 \text{ bu.}$  attributed to 2014.

## 109 Commingled Production (Continued)

### F Apportion Based on LDP Records Between Farms

In this example, the owner requested to apportion production evidence between farms for the 2014 crop year, based on LDP records for each respective farm.

**Note:** Although LDP quantities may be considered acceptable production evidence, the owner is requesting that commingled production on settlement sheets be apportioned based on the respective LDP quantities.

The owner has the following information:

- 6,000 bu. certified LDP, FSN 100
- 4,000 bu. certified LDP, FSN 200
- settlement sheet with commingled production totaling 10,150 bu.

In this example, COC may allow apportioning of the production on settlement sheets, based on the LDP quantities, as follows:

- total LDP quantities for the 2014 crop (6,000 + 4,000 = 10,000)
- divide LDP quantities for each respective FSN by the sum of LDP quantities for the 2014 crop year, to determine a percentage applicable to each FSN, as follows:
  - FSN 100  $6,000 \div 10,000 = .6000$  (4 decimal places)
  - FSN 200  $4,000 \div 10,000 = .4000$  (4 decimal places)
- multiply the commingled production on the settlement sheets by LDP percentage for each FSN, as follows (rounded to nearest whole bu. or pound):
  - 10,150 bu. x .6000 = 6,090 bu. attributed to FSN 100
  - 10,150 bu. x .4000 = 4,060 bu. attributed to FSN 200.

**Note:** COC will limit options according to subparagraph B, if an alternative method results in questionable or inequitable yields between farms or crop years.

109 **Commingled Production (Continued)****G Apportion Based on RMA Records Between Farms**

In this example, the owner requested to apportion production evidence between farms for the 2015 crop year, based on multi-peril crop insurance APH records.

**Note:** Certified quantities for APH purposes are considered to be acceptable production evidence and these quantities may be used to apportion commingled production evidence to the satisfaction of COC.

The owner has the following information:

- 20,000 bu. production certified on multi-peril units 1, 2, and 3 (FSN 100)
- 35,000 bu. production certified on multi-peril units 4, 5, and 6 (FSN 200)
- settlement sheets with commingled production totaling 54,650 bu.

In this example, COC may allow apportioning of the production on settlement sheets, based on the quantities certified for APH purposes, as follows:

- total APH quantities for the 2015 crop (20,000 + 35,000 = 55,000)
- divide APH quantities for each respective FSN by the sum of APH quantities for the 2015 crop year, to determine a percentage applicable to each FSN, as follows:
  - FSN 100  $20,000 \div 55,000 = .3636$  (4 decimal places)
  - FSN 200  $35,000 \div 55,000 = .6364$  (4 decimal places)
- multiply the commingled production on the settlement sheets by the APH quantity percentage for each FSN, as follows (rounded to nearest whole bu. or pound):
  - 54,650 bu. x .3636 = 19,871 bu. attributed to FSN 100
  - 54,650 bu. x .6364 = 34,779 bu. attributed to FSN 200.

**Note:** COC will limit options according to subparagraph B, if an alternative method results in questionable or inequitable yields between farms or crop years.

**110 Multiple Producers on a Farm**

**A Production Using Crop Shares**

If a producer's share of the total production and the producer's production are known, this data may be used to compute the farm's total production.

**B Computing Production Using Crop Shares**

Compute the farm's total production using the following example:

- the producer's share of the total production is .3333 and the producer's production records show he or she received 1,000 bu.
- COC may establish the farm's production at 3,000 bu. if the producer's share is a matter of record and the production evidence is acceptable.

## 111 ARCPLC Yield Review

### A Introduction

The 2018 Farm Bill allows any owner of a farm an opportunity to update the PLC yield for 1 or more covered commodities on the farm for PLC or to establish farm level benchmark and current year yields for farms that have elected ARC-IC.

The yields for PLC and ARC-IC are required to be certified as a yield per acre. The yield review process requires FSA to review the accuracy of the certified yields. This may require the review of the actual production records for the farm.

**Note:** As a general rule, yields certified for PLC or ARC-IC supported by the RMA yield data, are **not** subject to further review by COC, unless COC questions the data. The review of RMA yield data means **only** that County Offices verify RMA data was, in fact, used to certify farm yields.

It is the responsibility of the producers on the farm to retain and make available to COC, production records of the covered commodities being reviewed. This includes RMA yield data used by owner, only when COC questions the accuracy of the RMA data.

This section provides policy and procedure for conducting the certified yield reviews for:

- yields reported on CCC-867 for the PLC yield update process for the farm
- certified yields for ARC-IC benchmark and actual yield calculations as reported on the ARC-IC CCC-863 for the farm.

**Note:** PLC Yield Reviews will be conducted after the PLC Yield Update process is complete. Future guidance be provided when to conduct the review.

### B PLC Yields Exceeding PLC County Average Farm Level Yield

A report will be provided that will identify farm level PLC yields that are outliers from the specific covered commodity in a county.

County Offices will be **required** to review this report when published to identify farms with Farm Level PLC yields are outside the range established by the National Office. Once these farms and associated PLC yields have been selected, the owner of the farm will be required to document the production that was certified to establish the PLC yield.

111 ARCPLC Yield Review (Continued)

C PLC Yield Review

For situations where the PLC yield was updated with the 2018 Farm Bill, the County Office may request documentation to support the yields certified when calculating the PLC yield.

<b>IF the...</b>	<b>THEN...</b>
COC review determines that PLC yield is reasonable based on surrounding farm yields and cultural practices	document the determination in the COC minutes and no further action is required.
COC cannot determine that PLC yield is reasonable based on surrounding farm yields and cultural practices	document the determination in the COC minutes and notify the farm owner that production evidence is required to support the farm yield.
COC cannot determine that PLC yield is reasonable based on surrounding farm yields and cultural practices and the owner documents the yield using production evidence from any year that supports the PLC yield	<p>document the determination in the COC minutes and no further action is required.</p> <p><b>Note:</b> The PLC yield may have been rolled over from the 2014 Farm Bill; however, if the owner can provide production evidence to support the yield from a more recent year, COC may consider the yield verified.</p> <p><b>Example:</b> A barley yield of 72 bushels was rolled over from the 2014 Farm Bill. The landowner provides COC with production records from 2013 documenting that the farm in question had an 84-bushel yield. The PLC yield of 72 may be determined acceptable.</p>

111 ARCPLC Yield Review (Continued)

C PLC Yield Review (Continued)

IF the...	THEN...
<p>COC cannot determine that PLC yield is reasonable based on surrounding farm yields and cultural practices and the owner cannot document the yield to COC's satisfaction</p>	<p>COC will:</p> <ul style="list-style-type: none"> <li>• identify 3 farms with similar yield capability, including:                             <ul style="list-style-type: none"> <li>• land</li> <li>• cultural practices</li> <li>• irrigation practices</li> </ul> </li> <li>• average the yields from the 3 similar farms</li> </ul> <p><b>Note:</b> The yields used in the average must be yields that have been verified with production evidence.</p> <ul style="list-style-type: none"> <li>• request assistance from STC or STC representative if 3 similar farms are not available for the county</li> </ul> <p><b>Note:</b> Assign the needed yields based on the STC or STC representative's information.</p> <ul style="list-style-type: none"> <li>• assign the yield computed above to the farm and document all facts in executive session COC minutes, including:                             <ul style="list-style-type: none"> <li>• yields established using 3 similar farms</li> <li>• farm receiving the yield</li> <li>• farms used to establish the yield</li> </ul> </li> <li>• notify the owner of the new PLC yield using the Notification of Base Acres and Yield.</li> </ul>

**Note:** PLC yield will not increase as a result of this yield review.

111 ARCPLC Yield Review (Continued)

**D Selection of Farms - ARC-IC Benchmark and Actual Yields Review**

Farms **enrolled** in ARC-IC are subject to spot check.

Five percent of enrolled ARC-IC farms in the county must be reviewed annually.

**Note:** This selection and review will occur annually through 2031.

Selections may be made after October 1 of each year and the spot checks must be completed by September 30. Any yield, benchmark, or actual year provided for the selected farm that year will be reviewed during this process.

**Note:** The selection of farms will be from the previous year enrolled contracts. For example, 2021 reviews the 2020 yields, benchmark, and actual year yields.

## 111 ARCPLC Yield Review (Continued)

**E CED and County Office Responsibilities**

County Office personnel will:

- ensure the following for farms selected for yield review:
  - if yields were certified using RMA data, research the FSA Report of Yield Data, CIM's (RMA production reports), or other RMA data available to verify certified yields were, in fact, RMA yield data
  - when completing an ARCPLC review (spot check) or correcting a yield and RMA data was used by the producer to certify the yield, the County Office may not need to request any documentation, such as production evidence

**Notes:** This review can be accomplished by reviewing the report of yield data from RMA, CIMS data, and producer-provided RMA data. In all cases, it should be verified that RMA data exists. The exact yield number certified is not required to match because of differences in farm and unit structure between FSA and RMA.

It is important to remember that RMA units and FSA FSN's do not match in the majority of cases; therefore, blended RMA yields may have been used to arrive at the certified FSN yield. COC will not request a producer's documentation if the certified yields appear to be representative of the RMA data.

- yields certified using data from FSA-658 in the ACRE program require no additional review or spot check
- if additional verification of RMA data is needed, contact the current producer, owner or operator, or both, who submitted the certified yield data on the farm to provide the additional RMA data to County Office for review
- if RMA data was **not** used nor found to support yield certification at the farm level, contact the current producer, owner or operator, or both, who submitted the certified yield data on the farm to provide the production data used to certify the yields on the farm to the County Office

111 ARCPLC Yield Review (Continued)

**E CED and County Office Responsibilities (Continued)**

- assist producers with decommingling production, assignment of partial plug yields, or assignment of similar farm yields, as applicable, to determine the accuracy of the yield certified

**Note:** This may include requesting the producer to help identify which RMA units or records were used to certify the yields on each respective farm.

- review farm-level yields selected for review with COC for determination
- provide farm-level yield review results to the applicable producers of farms reviewed
- correct farm-level yield, if applicable.

**Note:** Owners and operators are **not** required to be notified if the farm-level yield is not corrected because of tolerance.

## 111 ARCPLC Yield Review (Continued)

**F COC Responsibilities**

The following are COC responsibilities:

- ensure reviews of covered commodity yields on farms are completed in a timely manner
- ensure that applicable producers of the farm are notified of the review and the findings

**Note:** This requires notifying the owners, operators, or both, on the farm at the time the yields were provided or update.

- inform producers on the farm of their responsibility to provide documents to support yield certification when requested by COC
- as a general rule, yields certified for PLC or ARC-IC that are supported by the RMA yield data are **not** subject to further review by COC, **unless** COC questions the data
- when completing an ARCPLC review (spot check) or correcting a yield and RMA data was used by the producer to certify the yield, COC may not need to request any documentation, such as production evidence

**Notes:** This review can be accomplished by reviewing the report of yield data from RMA, CIMS data, and producer-provided RMA data. In all cases, it should be verified that RMA data exists. The exact yield number certified is not required to match because of differences in farm and unit structure between FSA and RMA.

Further, if the producer certified a yield and used the report of yield data from RMA, FSA may accept the producer's certification unless COC determines the yield does not appear to reflect the actual yield for farms with similar growing conditions.

It is important to remember that RMA units and FSA FSN's do not match in the majority of cases; therefore, blended RMA yields may have been used to arrive at the certified FSN yield. COC will not request a producer's documentation if the certified yields appear to be representative of the RMA data.

111 ARCPLC Yield Review (Continued)

**F COC Responsibilities (Continued)**

- yields certified using data from CCC-658 in the ACRE program require no additional review or spot check.

**Notes:** RMA yield data would include the RMA yield reports outlined in APH yield reports that show each specific year’s yield for the unit.

In cases where COC questions the accuracy of the certified yields, COC may require the actual production records be provided for review.

COC and County Office staff will request that the current producer, owner or operator, or both, that provided the certified yield provide records as outlined in this section.

**Notes:** On farms with both irrigated and nonirrigated production of a crop, the yield must be calculated as a “blended” yield at the farm level.

If the evidence provided according to this table does **not** support the yield certification made by the owner, producer, or both, COC may request additional information.

## 111 ARCPLC Yield Review (Continued)

**G Production Evidence Not Available**

There may be instances where production evidence is **not** available because of changes in ownership or other circumstances beyond the current owner's control. In these cases, COC will determine if good faith applies. If good faith is determined, the following actions apply:

- for the final approved PLC yields at the farm level, the yield will be adjusted on the farm to the **higher** of the following:
  - PLC yield that existed on the farm **before** the yield update
  - recalculated yield using the substitute yield of 75 percent of the county average yield in the years for which production evidence is **not** available
- for ARC-IC yields at the farm level, the actual or applicable benchmark yield will be adjusted to the following:
  - actual yield will be set at 100 percent of the applicable year's ARC-CO yield
  - benchmark yields for each affected year will be 80 percent of the T-yield.

If production evidence is not available and good faith is **not** determined, the following actions apply:

- for the final approved PLC yields at the farm level, the yield will be adjusted on the farm to the PLC yield that existed for that crop on the farm before the yield update
- for ARC-IC yields, the benchmark and actual yields will be adjusted to the following:
  - actual yield will be set at 100 percent of the applicable year's ARC-CO yield
  - benchmark yields for each affected year will be set at 80 percent of the T-yield.

## 111 ARCPLC Yield Review (Continued)

**H Tolerance**

The yield review may result in differences in certified versus verifiable yields at the farm level. The comparison of yield for tolerance purposes is made as follows:

- at the final approved PLC yield level for the farm
- for each applicable year's benchmark or current year yield for ARC-IC for the farm.

After review of the RMA data or production evidence provided, if applicable, COC will determine the final yield for the applicable covered commodity to determine whether the yield was certified correctly. In cases where FSA determines a different resulting yield than the yield accepted by FSA, a tolerance will apply to the calculation before corrective action will be required.

For farms with differences in yields, a yield tolerance of up to 5 percent (over or under) of the actual determined yield will be applicable. A correction of yield is **not** permitted unless the tolerance has been exceeded.

**Example:** A producer's certified PLC yield is 40 bu. per acre for wheat. The review of the production records for each of the PLC update years 2013 through 2017 results in new farm-level yield being calculated at 39 bu. per acre.

The tolerance calculation is as follows:

39 bu. (correct yield) X 5% = 1.95 (2 bu.)

The certified yield must be within 2 bu. of the actual determined yield.

Because the certified yield is within 1 bu. of the actual determined yield, the approved farm level PLC yield of 40 bu. per acre is within the established tolerance and no additional correction is needed on this farm. The PLC yield will remain at 40 bu. per acre for the farm.

## 111 ARCPLC Yield Review (Continued)

**I Yield Adjustments**

If review of the production evidence reveals a discrepancy in the reported yield, determine if the difference between the actual yield and the certified yield is within the tolerance as outlined in subparagraph H as follows:

- if the difference is within the 5 percent tolerance, the yield is accepted as certified and no further adjustment is permitted
- if the difference exceeds the 5 percent tolerance, and **good faith is determined**, the farm-level yield will be adjusted as follows:
  - for PLC yields, the final approved PLC yield will be corrected in Farm Records for each year from 2020 to the current year. The farm PLC yield shall never be adjusted below the PLC yield on the farm before the yield update

**Note:** Any overpayments or underpayments must be processed accordingly.

- for ARC-IC benchmark and actual yields, correct the yield for each applicable year on the farm in the ARC-IC Benchmark software for both benchmark and actual yields

**Note:** Any overpayments or underpayments must be processed accordingly. If payments were determined through a spreadsheet, payments will need to be manually recalculated.

## 111 ARCPLC Yield Review (Continued)

## I Yield Adjustments (Continued)

- if the difference exceeds the 5 percent tolerance, and **good faith is not determined**, the farm-level yield will be adjusted as follows:
  - for PLC yields, the final approved PLC yield will be adjusted to PLC yield that existed for that crop on the farm before the yield update

**Note:** If a PLC yield did not exist because the crop is a new cover commodity on the farm the PLC yield must be the average county CC yield for that covered commodity.

- for ARC-IC yields, the benchmark and actual yields will be adjusted to the following:
  - actual yield will be set at the higher of:
    - 100 percent of the applicable year's ARC-CO yield
    - the actual yield
  - benchmark yields for each affected year will be set at:
    - the lower of 80 percent of the T-yield
    - the actual yield.

**Note:** If it is determined that a producer's certified yield is incorrect through the PLC yield review or ARC-IC yield spot check, the yield must be corrected in the producer's ARC-IC **and** PLC yield records, as applicable.

**Example:** County Office is completing an ARC-IC yield review for Producer A. All yields in the producer's benchmark are certified correctly with the exception of the 2015 crop year. Producer A certified a yield of 70 bu. per acre; however, his RMA records show that his 2015 yield was 62 bu. per acre. Further review shows that he also used the certified yield of 62 bu. per acre in his PLC yield certification. Therefore, the PLC yield should be recalculated to determine if tolerance has been exceeded. If tolerance has been exceeded, the PLC yield will also need to be corrected.

111 ARCPLC Yield Review (Continued)

**J Appeal Rights**

County Offices will notify applicable producers and owners of:

- COC's determined yield
- actions taken
- amount of refund or additional payment, if applicable
- appeal rights according to 1-APP.

**K Action on Appeal of Yield**

The STC representative will review PLC yields and:

- concur, if yields are documented and justified
- require corrective action, if yields are **not** justified.

County Offices will issue a revised notice after the STC representative has concurred that yields were established using 3 similar farms.

**Note:** PLC yields that were computed based on information certified by the landowner will not be adjusted using 3 similar farms.

**A Example of CCC-867**

The following is an example of CCC-867.

This form is available electronically.

<b>CCC-867</b> (07-23-19)		<b>U.S. DEPARTMENT OF AGRICULTURE</b> Commodity Credit Corporation		1. Program Years: <b>2020 through 2023</b>					
<b>YIELD UPDATE FOR THE PRICE LOSS COVERAGE (PLC) PROGRAM</b>		2A. County FSA Office Name and Address <i>(Including Zip Code)</i>							
		2B. County FSA Office Telephone No. <i>(Including Area Code)</i>			2C. County FSA Office FAX No. <i>(Including Area Code)</i>				
		3. State Code	4. County Code	5. Farm No.	6. Covered Commodity				
<p><b>NOTE:</b> <i>The following statement is made in accordance with the Privacy Act of 1974 (5 USC 552a – as amended). The authority for requesting the information identified on this form is the Commodity Credit Corporation Charter Act (15 U.S.C. 714 et seq.), the Agricultural Act of 2014 (7 U.S.C. 9015) as amended by the Agriculture Improvement Act of 2018 (Pub. L. 115-334) and 7 CFR Part 1412. The information will be used to determine eligibility to participate in and receive benefits under the Agriculture Risk Coverage Program and Price Loss Coverage Program. The information collected on this form may be disclosed to other Federal, State, Local government agencies, Tribal agencies, and nongovernmental entities that have been authorized access to the information by statute or regulation and/or as described in applicable Routine Uses identified in the System of Records Notice for USDA/FSA-2, Farm Records File (Automated). Providing the requested information is voluntary. However, failure to furnish the requested information will result in a determination of ineligibility to participate in and receive benefits under the Agriculture Risk Coverage Program and Price Loss Coverage Program.</i></p> <p><b>Paperwork Reduction Act (PRA) Statement:</b> <i>The information collection is exempted from the Paperwork Reduction Act as specified in 7 U.S.C. 9091(c)(2)(B).</i></p> <p><i>The provisions of appropriate criminal and civil fraud, privacy, and other statutes may be applicable to the information provided. RETURN THIS COMPLETED FORM TO YOUR COUNTY FSA OFFICE.</i></p> <p><b>THE FARM PLC YIELD UPDATE DECISION</b> is made by an owner of the farm identified in Item 5 above. If FSA receives conflicting yield update from another owner, owners will be required to resolve their dispute providing CCC with written evidence of the dispute resolution by the end of the yield update period.</p>									
<b>FARM YIELD UPDATE</b>									
7. I agree to update the PLC yield for the covered commodity, identified in Item 6 above, based on 90 percent of the farm's 2013 through 2017 average yield per planted acre, excluding any year(s) when no acreage was planted times a national factor determined by dividing the 2008-12 national yield by the 2013-2017 national yield. The covered commodity's national yield factor is _____ .									
7A. 2013 Yield	7B. 2014 Yield	7C. 2015 Yield	7D. 2016 Yield	7E. 2017 Yield	7F. Total	7G. Average Yield	7H. Multiplied by 2.4 <i>(If Seed Cotton)</i>	7I. Multiplied by 90%	7J. Multiplied by yield Factor <i>(PLC Yield)</i>
8. Owner's Name and Address <i>(Including Zip Code)</i>									
9A. Signature of Owner <i>(By)</i>				9B. Title/Relationship of the Individual Signing in the Representative Capacity			9C. Date <i>(MM-DD-YYYY)</i>		
10A. Signature of CCC Representative						10B. Date <i>(MM-DD-YYYY)</i>			
<p><i>In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.</i></p> <p><i>Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.</i></p> <p><i>To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at <a href="http://www.ascr.usda.gov/complaint_filing_cust.html">http://www.ascr.usda.gov/complaint_filing_cust.html</a> and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410, (2) fax: (202) 690-7442, or (3) email: <a href="mailto:program.intake@usda.gov">program.intake@usda.gov</a>. USDA is an equal opportunity provider, employer, and lender.</i></p>									

112 CCC-867 (Continued)

**B Instructions for Completing CCC-867**

Complete CCC-867 according to this table.

Item	Instruction	
1	Prefilled to indicated Program Years 2020 through 2023.	
2A	Enter FSA County Office name and address (optional).	
2B	Enter FSA County Office telephone number (optional).	
2C	Enter FSA County Office FAX number (optional).	
3	Enter State code.	
4	Enter county code.	
5	Enter FSN.	
6	Enter applicable covered commodity.	
7	Complete this section to report a yield at the <b>farm level</b> only in the years the covered commodity was planted in 2013 through 2017.	
	National Yield Factor	Use the National Yield Factor from paragraph 81 for each covered commodity
	7A – 7E 2013 – 2017	Enter the actual yield resulting from planted acres of the applicable covered commodity for 2013 through 2017.  If seed cotton, use lint pounds of cotton.  Enter an “X” if the covered commodity was not planted.
	7F Total	Add the 2013 through 2017 yields together.
	7G Average Yield	Divide 7F by the number of years a yield was entered in 7A through 7E. If an “X” is in any year, that means the covered commodity was not planted and that year is not counted.
	7H Seed Cotton Factor	If the covered commodity is seed cotton, multiply 7G by 2.4
	7I 90% Factor	<ul style="list-style-type: none"> <li>• For all covered commodities except seed cotton, multiply 7G by 90%.</li> <li>• For seed cotton, multiply 7H by 90%.</li> </ul>
	7J National Yield Factor	Multiply 7I by the National Yield Factor above to arrive at the PLC Yield for the farm.
8	Enter the name and address of a farm owner for the farm identified in item 5.	

## 112 CCC-867 (Continued)

**B Instructions for Completing CCC-867 (Continued)**

<b>Item</b>	<b>Instruction</b>
9A	The owner identified in item 8 must sign.
9B	If the individual signing in item 9A is signing in a representative capacity for the owner, then a title, or relationship must be listed. If the individual in item 9A is the signatory, then no entry is required.
9C	Enter the date the owner or person signing in a representative capacity signs CCC-867.
10A	Enter CCC representative that accepted CCC-867.
10B	Enter the date CCC representative accepted CCC-867.

113-128 (Reserved)

## Section 4 Yield Adjustments

### 129 Rules for Yields When Tract Acreages Are Adjusted

#### A Background

Yields for a crop may change as base acres for the crop increase or decrease. The following changes to farms may result in an increase or decrease of the farm program payment yield:

- land is enrolled in CRP
- existing CRP-1's expire or are terminated
- DCP cropland acres decrease
- out-of-balance tracts are resolved using CCC-505
- base is added during the 2026 base allocation.

**Note:** Changes to the farm program payment yields will only occur if the farm's tracts have different yields.

#### B Yields for Farms with Additional Base Acres Allocated for 2026 and Subsequent Years

For base acres added during the 2026 base allocation:

- if the covered commodity to be added has base acres that exist on the farm before the allocation, then the tract level yield to be associated with the base acres being allocated will be the PLC yield currently established for the crop on the farm
- if the covered commodity to be allocated does not have base acres that exist on the farm before the allocation, then the covered commodity base acres will receive a PLC payment yield equal to either:
  - the average PLC payment yield for the covered commodity for the county in which the farm is located, or
  - a yield for a similarly situated farm.

**Notes:** The average PLC yield will be the default. If a producer does not agree to that yield, then a yield for a similarly situated farm may be used.

A list of average PLC yields for each county is posted at:

<https://www.fsa.usda.gov/resources/programs/arc-plc/program-data>

## 129 Rules for Yields When Tract Acreages Are Adjusted (Continued)

## C Yields for Farms With Expired or Terminated CRP

Base acres released from CRP will be restored to the tract from which they were reduced.

For ARCPLC covered commodities:

- if the covered commodity to be restored has base acres that exist on the farm before the restoration, then the tract level yield to be associated with the base acres being returned will be the PLC yield currently established for the crop on the farm
  - if the existing tract level PLC yield does not equal the currently established farm level PLC yield an adjusted yield for the tract will result
  - calculate the adjusted yield according to the instructions in paragraph 129
- if the covered commodity to be restored does not have base acres that exist on the farm before the restoration, and:
  - a farm level PLC yield already exists for the crop because the ARCPLC election for the crop is PLC and previous generic base acres were attributed to the crop when it was planted in a prior year,
  - then the tract level yield to be associated with the base acres being returned will be the farm level PLC yield currently established for the crop on the farm
- a farm level PLC yield does **not** exist,
  - restore the base acres to the applicable tract and farm once the current producers have completed a manual election according to 1-ARC PLC Part 7 for the applicable covered commodity

**Exception:** Restored base acres on ARC-IC farms are not required to make an election.

- the covered commodity will receive a PLC yield equal to the higher of the following:
  - CC yield for the crop at the time the applicable base acreage was reduced
  - county average CC yield for the applicable crop.

**Note:** The owner will have the opportunity to update the yield according to Part 3.

129 Rules for Yields When Tract Acreages Are Adjusted (Continued)

D Decreases in Base Acres

Yields may be affected when base acres for a crop are reduced for any reason. Following are examples of yield fluctuation and County Office action that will be taken when new acres are enrolled in CRP and when DCP cropland acres decrease.

Example 1	County Office Action
<p>Farm 100 consists of 2 tracts and has a farm level wheat PLC yield of 39.8980 bushels/acre. (Farm’s wheat PLC payment production: 7,899.0000, bushels)</p> <p>Farm level PLC yield is 39.8980 as displayed in CRM Farm Records.</p> <ul style="list-style-type: none"> <li>• Tract 1                             <ul style="list-style-type: none"> <li>• 50.0000 bushels/acre wheat PLC yield</li> <li>• 97.98 wheat base acres</li> <li>• 97.98 DCP cropland acres</li> <li>• 0.00 double cropped acres</li> </ul> </li> </ul> <p>(Tract 1 wheat PLC payment production: 50.0000 bushels/acre wheat PLC yield x 97.98 acres = 4,899.0000 bushels)</p> <ul style="list-style-type: none"> <li>• Tract 2                             <ul style="list-style-type: none"> <li>• 30.0000 bushels/acre wheat PLC yield</li> <li>• 100.00 wheat base acres</li> <li>• 100.00 DCP cropland acres</li> <li>• 0.00 double cropped acres</li> </ul> </li> </ul> <p>(Tract 2 wheat PLC payment production: 30.0000 bushels/acre wheat PLC yield x 100.00 acres = 3,000.0000 bushels)</p> <p>16.55 acres of tract 2 is offered and accepted in CRP. CCC-505 is filed to permanently reduce the 16.55 base acres on tract 2.</p> <p>The revised wheat PLC payment yield for the farm is now 40.8009 bushels per acre calculated as follows:</p> <p>[(Tract 1 wheat PLC payment production 4,899.0000 bushels) + (Tract 2 wheat PLC payment production; 30.0000 bushels/acre yield x 83.45 wheat base acres = 2503.5000 bushels) = 7402.5000 bushels] ÷ 181.43 wheat base acres (97.98 tract1 and 83.45 tract 2) = 40.8009 bushels/acre.</p>	<ul style="list-style-type: none"> <li>• Use the automated CCC-505 base reduction tool to generate the CCC-505 Voluntary Permanent Base Acre Reduction at the time the CRP offer is accepted using reason code “CCC-505 reduction due to CRP enrollment” and the applicable effective year.</li> <li>• Immediately after CRP contract approval approve the workflow created for CCC-505.</li> </ul> <p><b>Note:</b> The farm program payment yields will be recalculated by the system when the automated CCC-505 is approved.</p> <ul style="list-style-type: none"> <li>• Add 16.55 CCC-505 CRP Reduction acre entry for wheat on tract 2 with a PLC yield of 30.0000 bu./acre in the CCC-505 CRP Reduction assignment block.</li> <li>• Access the ARCPLC contract to:                             <ul style="list-style-type: none"> <li>• ensure that the new contract data is present</li> <li>• print new ARCPLC contract.</li> </ul> </li> </ul>

129 Rules for Yields When Tract Acreages Are Adjusted (Continued)

C Decreases in Base Acres (Continued)

Example 2	County Office Action
<p>Revised farm level PLC yield is 40.8009 bushels/acre as displayed in CRM Farm Records.</p> <p><b>Note:</b> This example also applies to land that is no longer considered DCP cropland or if base acres for a crop are reduced for any reason. Applicable reason codes used on CCC-505 would vary according to the scenario.</p> <p>Farm 200 consists of 2 tracts and has a farm level wheat PLC yield of 43.8759 bushels/acre. (Farm’s wheat PLC payment production: 6,344.4529 bushels)</p> <ul style="list-style-type: none"> <li>• Tract 1:               <ul style="list-style-type: none"> <li>• 50.0000 bushels/acre wheat PLC yield</li> <li>• 100.05 wheat base acres</li> <li>• 120.00 DCP cropland acres/cropland</li> <li>• 0.00 double cropped acres.</li> </ul> </li> </ul> <p>(Tract 1 wheat PLC payment production: 50.0000 bushels/acre wheat PLC yield x 100.05 wheat base acres = 5,002.5000 bushels)</p> <ul style="list-style-type: none"> <li>• Tract 2:               <ul style="list-style-type: none"> <li>• 30.1224 bushels/acre wheat PLC yield</li> <li>• 30.5879 bushels/acre soybean PLC yield</li> <li>• 44.55 wheat base acres</li> <li>• 40.55 soybean base acres</li> <li>• 55.00 DCP cropland acres</li> <li>• 45.00 double cropped acres.</li> </ul> </li> </ul> <p>(Tract 2 wheat PLC payment production: 30.1224 bushels/acre wheat PLC yield x 44.55 wheat base acres = 1,341.9529 bushels)</p> <p>Tract 2 is offered and accepted into CRP (all 55.00 acres of DCP Cropland) resulting in effective DCP cropland and double crop acres being reduced to zero (double crop acres cannot exceed effective DCP cropland). CCC-505 is filed to permanently reduce 40.55 soybean base acres and 24.60 wheat base acres on tract 2, and CCC-517 is filed to redistribute 19.95 wheat base acres from tract 2 to tract 1.</p>	<ul style="list-style-type: none"> <li>• Obtain applicable signatures according to 1-ARCPLC.</li> <li>• Use the automated CCC-505 base reduction tool to generate the CCC-505 Voluntary Permanent Base Acre Reduction at the time the CRP offer is accepted using reason code “CCC-505 reduction due to CRP enrollment” and the applicable effective year.</li> <li>• Immediately after CRP contract approval approve the workflow created for CCC-505.</li> </ul> <p><b>Note:</b> The farm program payment yields will be recalculated by the system when the automated CCC-505 is approved, but tract 2 remains over-based.</p> <ul style="list-style-type: none"> <li>• Manually redistribute the base acres in the tract level “Crop Data” assignment block by reducing the wheat base acres and yields for tract 2 to zero, increasing the wheat base acres for tract 1 to 120.00, and adjusting the wheat yield for tract 1 to 46.6953 using the reason code CCC-517 for all adjustments.</li> </ul>

129 Rules for Yields When Tract Acreages Are Adjusted (Continued)

D Decreases in Base Acres (Continued)

Example 2 (Continued)	County Office Action
<p>As a result, tract 1’s base acres increase to 120.00 and its wheat PLC yield is recalculated to 46.6953 bushels/acre calculated as follows:</p> <p>[(100.05 original wheat base acres (tract 1) x 50.0000 bushels/acre PLC yield = 5,002.5000 bushels) + (19.95 wheat base acres redistributed from tract 2 x 30.1224 bushels/acre PLC yield = 600.9419 bushels) = 5,603.4419 total bushels] divided by 120.00 (total revised wheat base acres on tract 1) = 46.6953 bushels/acre PLC yield as displayed in CRM Farm Records.</p> <p>The farm level wheat PLC payment yield is now 46.6953 bushels/acre because tract 2 no longer has base acres or yields.</p> <p>(Farm’s wheat PLC payment production after adjustment = 5,603.4419)</p> <p>(Tract 1’s wheat PLC payment production after adjustment = 5,603.4419)</p> <p><b>Note:</b> This example also applies to land that is no longer considered DCP cropland or if base acres for a crop are reduced for any reason. Applicable reason codes used on CCC-505 would vary according to the</p>	<ul style="list-style-type: none"> <li>• Add CCC-505 CRP Reduction acre entries of 40.55 acres for soybeans with a PLC yield of 30.5879 and 24.60 acres of wheat with a PLC yield of 30.1224 to tract 2 in the CCC-505 CRP Reduction assignment block.</li> <li>• Access the ARCPLC contract to:             <ul style="list-style-type: none"> <li>• ensure that the new contract data is present</li> <li>• print new ARCPLC contract</li> <li>• obtain applicable signatures according to 1-ARCPLC.</li> </ul> </li> </ul>

129 Rules for Yields When Tract Acreages Are Adjusted (Continued)

**E Increases in Base Acres Resulting From Expired or Terminated CRP**

Base acres restored after release from CRP receive the PLC yield currently established for the crop on the farm. The overall farm yield cannot change. Tract level PLC yields may be affected when base acres are released from CRP and returned to the farm. The following is an example of a tract level PLC yield fluctuation that occurs because the existing tract PLC yield for the tract on which the base acres are being restored is not equal to the farm level PLC yield. County Office action must be taken to ensure the farm level PLC yield remains unchanged when an existing CRP-1 with CRP base acre reduction acres expires, is terminated, or is released from CRP.

**Example:**

**PLC Yield Calculations for the Farm and Tracts before Base Restoration**

Level	Base Acres	PLC Yield	Yield Extension
Farm 1	20 Acres of Corn	125 Bushels/Acre	20 X 125 = 2500 Bushels
Tract 10	10 Acres of Corn	100 Bushels/Acre	10 X 100 = 1000 Bushels
Tract 20	10 Acres of Corn	150 Bushels/Acre	10 X 150 = 1500 Bushels
Farm Yield Verification Based on Tract Yields		(1000 Bushels + 1500 Bushels) ÷ 20 Acres = 125 Bushels/Acre	

**PLC Yield Calculations for the Farm and Tracts after Base Restoration**

**Note:** Farm level PLC Yield cannot be adjusted from 125 Bushels per acre and no adjustment is required for Tract 20.

**PLC Yield Adjustment on Tract 10**

Level	Base Acres	PLC Yield	Yield Extension
Tract 10	10 Acres of Corn	100 Bushels/Acre	10 X 100 = 1000 Bushels
Tract 10	10 Acres of Restored Corn Base	125 Bushels/Acre <b>Note:</b> Restored acres received farm level yield	10 X 125 = 1250 Bushels
Adjusted Tract Level Yield After Restoration			
Tract 10	20 Acres of Total Corn Base	(1000 Bushels + 1250 Bushels) ÷ 20 acres = <b>112.5 Bushels/Acre</b>	

**Verification Farm Level Yield has Not Changed after Base Restoration**

Level	Base Acres	PLC Yield	Yield Extension
Farm 1	30 Acres of Corn	125 Bushels/Acre	30 X 125 = 3750 Bushels
Tract 10	20 Acres of Corn	112.5 Bushels/Acre	20 X 112.5 = 2250 Bushels
Tract 20	10 Acres of Corn	150 Bushels/Acre	10 X 150 = 1500 Bushels
Farm Yield Verification Based on Tract Yields		(2250 Bushels + 1500 Bushels) ÷ 30 acres = <b>125 Bushels/acre</b>	

129 Rules for Yields When Tract Acreages Are Adjusted (Continued)

**F Increases in Base Acres After CCC-517**

Yields are maintained to 4 decimal places within CRM Farm Records to prevent any unintended farm level yield increase because of rounding. Yields must be calculated to 4 decimal places and entered into CRM farm records to 4 decimal places when base acres are redistributed using CCC-517. Following is an example of yield calculations when acres are redistributed using CCC-517.

Example	County Office Action
<p>Farm 500 consists of 3 tracts and has a farm level wheat PLC yield of 116.5412 bushels/acre calculated as follows: (28,980.0000 bushels (tract 1) + 12,600.0000 bushels (tract 2) + 7,950.0000 bushels (tract 3) = 49,530.0000 bushels ÷ 425.00 (sum of tract 1, 2, and 3's wheat base acres)</p> <p>CRM displayed farm level yield = 116.5412 bushels/acre Rounded farm level PLC yield displayed on FSA-156EZ = 117</p> <p>(Farm PLC Payment Production: 116.5412 bushels/acre PLC yield x 425.00 base acres = 49,530.0000 bu.)</p> <p>Tract 1:</p> <ul style="list-style-type: none"> <li>• 126.0000 bushels/acre wheat PLC yield</li> <li>• 230.00 wheat base acres</li> <li>• 400.00 effective DCP cropland acres.</li> </ul> <p>(Tract 1 PLC Payment Production: 126.0000 bushels/acre PLC yield x 230.00 base acres = 28,980.0000 bushels)</p> <p>Tract 2:</p> <ul style="list-style-type: none"> <li>• 105.0000 bushels/acre wheat PLC yield</li> <li>• 120.00 wheat base acres</li> <li>• 150.00 effective DCP cropland acres.</li> </ul> <p>(Tract 2 PLC Payment Production: 105.0000 bushels/acre PLC yield x 120.00 base acres = 12,600.0000 bushels)</p> <p>Tract 3:</p> <ul style="list-style-type: none"> <li>• 106.0000 bushels/acre wheat PLC yield</li> <li>• 75.00 wheat base acres</li> <li>• 100.00 effective DCP cropland acres.</li> </ul> <p>(Tract 3 PLC Payment Production: 106.0000 bushels/acre PLC yield x 75.00 base acres = 7,950.0000 bushels)</p>	<ul style="list-style-type: none"> <li>• Within the tract level “Crop Data” assignment block update base acres and yields, if applicable, with a reason code of “CCC-517”.</li> <li>• <b>Yields must be updated to 4 decimal places.</b></li> </ul> <p><b>Note:</b> Because tract level and farm level yields are maintained to 4 decimal places within CRM farm records the calculated farm level yield within CRM farm records will never change because of redistribution of acres between tracts when using CCC-517.</p>

129 Rules for Yields When Tract Acreages Are Adjusted (Continued)

F Increases in Base Acres After CCC-517 (Continued)

Example (Continued)	County Office Action
<p>A CCC-517 is signed for Farm 500. 50.00 acres of wheat base is redistributed from tract 3 to tract 1 and 25.00 acres of wheat base is redistributed from tract 3 to tract 2. Following is the tract data for Farm 500 after CCC-517 redistributed acres are entered into farm maintenance.</p> <p>Tract 1:</p> <ul style="list-style-type: none"> <li>• 122.4286 bushels/acre wheat PLC yield</li> <li>• 280.00 wheat base acres</li> <li>• 400.00 effective DCP cropland acres.</li> </ul> <p>(Tract PLC Yield: 126.0000 bushels/acre PLC yield x original 230.00 base acres = 28,980.0000 bushels; 106.00 bushels/acre PLC yield x 50.00 redistributed (added) base acres = 5,300.0000 bushels; 28,980.0000 bushels + 5,300.0000 bushels = 34,280.0000 bushels ÷ 280.00 base acres = 122.4286 bushels/acre)</p> <p>CRM displayed tract level yield = 122.4286 bushels/acre Rounded tract level PLC yield displayed on FSA-156EZ = 122</p> <p>(Tract 1 PLC Payment Production: 122.4286 bushels/acre PLC yield x 280.00 base acres = 34,280.0080 bushels)</p> <p>Tract 2:</p> <ul style="list-style-type: none"> <li>• 105.1724 bushels/acre wheat PLC yield</li> <li>• 145.00 wheat base acres</li> <li>• 150.00 effective DCP cropland acres.</li> </ul> <p>(Tract 2 PLC Yield: 105.0000 bushels/acre PLC yield x original 120.00 base acres = 12,600.000 bushels; 106.00 bushels/acre PLC yield x 25.00 redistributed (added) base acres = 2,650.0000 bushels; 12,600.0000 bushels + 2,650.0000 bushels = 15,250.0000 bushels/145.00 base acres = 105.1724 bushels/acre)</p> <p>(Tract 2 PLC Payment Production: 105.1724 bushels/acre PLC yield x 145.00 base acres = 15,249.9980 bushels)</p> <p>CRM displayed tract level yield = 105.1724 bushels/acre Rounded tract level PLC yield displayed on FSA-156EZ = 105</p>	

129 Rules for Yields When Tract Acreages Are Adjusted (Continued)

F Increases in Base Acres After CCC-517 (Continued)

Example (Continued)	County Office Action
<p>Tract 3 now has zero wheat base acres and a zero associated wheat yield.                      PLC Payment Production for Tract 3 = 0 bushels.</p> <p>Calculated Wheat PLC Farm Yield: 116.5412 bushels/acre calculated as follows:</p> <p>[(Tract 1 PLC Payment Production: 122.4286 bushels/acre PLC yield x 280.00 base acres = 34,280.0080 bushels.) + (Tract 2 PLC Payment Production: 105.1724 bushels/acre PLC yield x 145.00 base acres = 15,249.9980 bushels) = 49,530.0060 bushels] ÷ 425.00 base acres (sum of tract 1 and 2's wheat base acres) = 116.5412 bushels/acre).</p> <p>CRM displayed farm level yield = 116.5412bushels/acre                      Rounded farm level PLC yield displayed on FSA-156EZ = 117.</p>	

**130 PLC Yield Adjustments Because of Reconstitutions****A Basic Rule for Determining Farms, Tracts, and Bases Following a Reconstitution Decision**

[7 CFR 718.206] Farm program payment yields calculated for the resulting farms of a division may be increased or decreased if all of the following apply:

- COC determines that the division provided an inequitable distribution considering:
  - available land
  - cultural operations
  - changes in the type of farming conducted on the farm
- the increase in a farm program payment yield on a resulting farm is offset by a corresponding decrease on another resulting farm of the division.

**B Applying Adjustment to PLC Yields**

Yield adjustments will be applied to program crops by updating reconstitutions after COC approval.

130 PLC Yield Adjustments Because of Reconstitutions (Continued)

C Adjustment Example PLC Yield

Tract No.	Tract Wheat Base Acres	Tract Wheat PLC Yield	PLC Yield Extension (Acres x Yield)
300	31.35	50.0000	1,567.5000
500	27.52	50.0000	1,376.0000
1400	15.00	50.0000	750.0000
<b>Total</b>			3,693.5000

During the division, Tracts 300 and 500 are assigned to Resulting Farm 900 and Tract 1400 is assigned to Resulting Farm 901.

Both resulting farms have a wheat payment yield of 50.0000 bushels/acre. Tract 500 has very good quality soil and consistently produces a yield of 62.5000 bushels/acre. Tract 1400 has poor quality soil and has yield potential of less than 50.0000 bushels/acre.

COC determined that the yield on Tract 500 will be increased to 62.5000 bushels/acre and the yield on Tract 1400 will be decreased.

The sum of the resulting farms' extensions cannot exceed the parent farm extension.

Use the following table to determine the resulting farms' PLC yields.

Step	Action
1	Multiply the acreage from Tract 500 by the new yield of 62.5000 bushels/acre. (27.52 x 62.5000 = 1,720.0000)
2	Multiply the acreage from Tract 300 by the established yield. (31.35 x 50.0000 = 1,567.5000)
3	Add the results from steps 1 and 2. (1,720.0000 + 1,567.5000 = 3,287.5000)
4	Subtract the result of step 3 from the parent farm extension. (3,693.5000 – 3,287.5000 = 406.0000) <b>Result:</b> The extension for Tract 1400 is 510.
5	Divide the result of step 4 by the acres from Tract 1400. (406.0000 ÷ 15.00 = 27.0667) <b>Result:</b> The yield for Tract 1400 is 30.0000.

During the adjustment update process, the PLC yield for Tract:

- 500 would be increased to 62.5000 bushels/acre
- 1400 would be decreased to 27.0667 bushels/acre.

**131 PLC Yield Adjustments****A Basic Rule for Adjusting PLC Yields Following PLC Yield Updates Allowed by the 2014 Farm Bill**

PLC yields updated according to the 2014 Farm Bill were completed at the farm level since the substitute yield could only be applied at the farm level. An owner was required to certify a “blended” yield for the farm if the owner requested to update the PLC yield during the update period. As a result, all tracts on the farm received the same PLC yield.

Because all tracts on the farm do not have the same cultural practices or productivity capabilities, farm owners are allowed to adjust the PLC yield to represent a yield more reflective of the tract’s cultural practices or productivity, as approved by COC.

COC may approve the request to adjust yields if the adjusted tract yields support cultural practices and productivity capabilities and the weighted average yield remains unchanged. COC must consider the following before approving the yield adjustment:

- available land
- cultural operations
- changes in the type of farming conducted on the farm.

**Note:** All affected owners will be notified in writing of the increase or decrease of the tract yield adjustment and be provided appeal rights. COC has the option to request documentation to support the yield adjustment.

The increase in PLC yield on 1 or more tracts must be offset by the weighted reduction in the PLC yield of another tract or tract’s PLC yield.

The farm level yield extension (base acres x PLC yield) cannot increase or decrease using this policy.

**Exception:** The farm level yield extension may be exceeded only because of normal rounding rules.

131 PLC Yield Adjustments (Continued)

**B Applying PLC Yield Adjustment**

PLC yield adjustments will be applied to covered commodities after completion of the CRM Farm Records data import process, export process, or both, associated with the Base Reallocation/Yield Update/ARCPLC Election.

Tract PLC yields must be updated in FY 2015 and any subsequent year. PLC yield adjustments **must not** be made for FY 2014.

PLC yield adjustments using the policy in this paragraph must be made before any reconstitution being processed to prevent PLC yield adjustments having to be completed from 1 farm to another.

**C PLC Yield Adjustment Example**

In this example, the farm’s PLC yield was updated for corn. The farm is composed of 3 tracts, 2 of which are irrigated and 1 not irrigated. Because the owners of the farm desired to update the tract’s PLC yield to reflect irrigation on 2 of the tracts, the tract PLC yields were updated.

The farm’s PLC yield was updated to 227. The farm’s base acres after the reallocation process were 349.21.

Tract No.	Tract Base Acres	Farm PLC Yield	PLC Yield Extension (Base Acres x Yield)
125	69.00	227	15,663.00
250	139.56	227	31,680.12
375	140.65	227	31,927.55
Total	349.21		79,270.67

Tract 125 is non-irrigated and has limited production without irrigation. The owners of the farm request that the yield on tracts 250 and 375 should be 252 bushels.

Use the following table to determine the new PLC yield for the tracts on the farm.

Step	Action	Result
1	Multiply the base acres and the new yield from tracts 250 and 375 by the new yield of 252 (280.21 x 252).	70,612.92
2	Subtract the result of step 1 from the farm’s total yield extension (79,270.67 – 70,612.92).	8,657.75
3	Divide the result of step 2 by the base acres of tract 125 (8,657.75 ÷ 69.00).	125.47

**131 PLC Yield Adjustments (Continued)**

**C PLC Yield Adjustment Example (Continued)**

As a result of the adjustment process, the PLC yield for Tract:

- 125 would decrease to 125 bushels (rounded down from 125.47)
- 250 would increase to 252 bushels
- 375 would increase to 252 bushels.

**Important:** The steps to calculate the tract yield above could vary depending on the yield requested on any or all tracts.

**D Requesting Adjusted PLC Yield**

All owners of affected tracts must agree in writing by signing CCC-518. The deadline to complete CCC-518 in any year is August 1 of the applicable fiscal year. Complete CCC-518 according to paragraph 132.



**132 CCC-518, Tract Price Loss Coverage (PLC) Yield Redistribution**

**A Background**

CCC-518 is intended to be used by owners to adjust tract PLC yields.

All CCC-518's signed by the affected owners of a farm will be maintained as a permanent file in the County Office.

**Notes:** CCC-518 is only intended for redistribution of PLC yields in the current FY. County Offices must not allow redistribution of PLC yields for a prior FY.

COC:

- will document approval of CCC-518 satisfying all requirements (correct calculation, having all required signatures, etc.) in executive session minutes
- has authority to disallow a redistribution of PLC yields if the redistribution is being requested to circumvent program regulations.

CCC-518 can only be adjusted with concurrence by all affected owners.

132 CCC-518, Tract Price Loss Coverage (PLC) Yield Redistribution (Continued)

B Example of CCC-518

The following is an example of CCC-518.

<p><b>This form is available electronically.</b></p> <p><b>CCC-518</b> U.S. DEPARTMENT OF AGRICULTURE (06-12-15) Commodity Credit Corporation</p> <p><b>TRACT PRICE LOSS COVERAGE (PLC) YIELD REDISTRIBUTION FORM</b></p>					<p>1. COUNTY FSA OFFICE NAME AND ADDRESS (Including Zip Code)</p>				
					<p>TELEPHONE NUMBER (Area Code):</p>				
2. STATE CODE			3. CTY CODE		4. FARM SERIAL NUMBER				
<p><b>NOTE:</b> The following statement is made in accordance with the Privacy Act of 1974 (5 USC 552a – as amended). The authority for requesting the information identified on this form is 7 CFR Part 1412, the Commodity Credit Corporation Charter Act (15 U.S.C. 714 et seq.), and the Agricultural Act of 2014 (Pub. L. 113-79). The information will be used to determine eligibility to participate in and receive benefits under the Price Loss Coverage Program. The information collected on this form may be disclosed to other Federal, State, Local government agencies, Tribal agencies, and nongovernmental entities that have been authorized access to the information by statute or regulation and/or as described in applicable Routine Uses identified in the System of Records Notice for USDA/FSA-2, Farm Records File (Automated). Providing the requested information is voluntary. However, failure to furnish the requested information will result in a determination of ineligibility to participate in and receive benefits under the Price Loss Coverage Program.</p> <p>This information collection is exempted from the Paperwork Reduction Act as specified in the Agricultural Act of 2014 (Pub. L. 113-79, Title I, Subtitle F, Administration).</p> <p>The provisions of appropriate criminal and civil fraud, privacy, and other statutes may be applicable to the information provided. <b>RETURN THIS COMPLETED FORM TO YOUR COUNTY FSA OFFICE.</b></p>									
5A. TRACT		5B. CROP		5C. BASE ACRES		5D. CURRENT PLC YIELD		5E. PROPOSED PLC YIELD	
<p><b>6. OWNER'S CERTIFICATION</b></p> <p><i>I understand that by signing this form I have made the tract yield adjustment shown in Item 5 for the farm serial number in Item 4.</i></p> <p><i>I also understand that all affected owners on this farm must sign form CCC-518. In the event that one or more owners of this farm fail to sign form CCC-518, I understand that this form is null and void, that the tract yield adjustment decision shown in Item 5 is no longer applicable.</i></p>									
<p>A. OWNER'S NAME AND ADDRESS (Including Zip Code)</p>									
B. SIGNATURE OF OWNER (BY)				C. TITLE/RELATIONSHIP OF THE INDIVIDUAL SIGNING IN A REPRESENTATIVE CAPACITY			D. DATE (MM-DD-YYYY)		
<p><small>The U.S. Department of Agriculture (USDA) prohibits discrimination against its customers, employees, and applicants for employment on the basis of race, color, national origin, age, disability, sex, gender identity, religion, reprisal, and where applicable, political beliefs, marital status, familial or parental status, sexual orientation, or all or part of an individual's income is derived from any public assistance program, or protected genetic information in employment or in any program or activity conducted or funded by the Department. (Not all prohibited bases will apply to all programs and/or employment activities.) Persons with disabilities, who wish to file a program complaint, write to the address below or if you require alternative means of communication for program information (e.g., Braille, large print, audiotape, etc.) please contact USDA's TARGET Center at (202) 720-2600 (voice and TDD). Individuals who are deaf, hard of hearing, or have speech disabilities and wish to file either an EEO or program complaint, please contact USDA through the Federal Relay Service at (800) 877-8339 or (800) 845-6136 (in Spanish).</small></p> <p><small>If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at <a href="http://www.ascr.usda.gov/complaint_filing_cust.html">http://www.ascr.usda.gov/complaint_filing_cust.html</a>, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter by mail to U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at <a href="mailto:program.intake@usda.gov">program.intake@usda.gov</a>. USDA is an equal opportunity provider and employer.</small></p>									

132 CCC-518, Tract Price Loss Coverage (PLC) Yield Redistribution (Continued)

**B Example of CCC-518 (Continued)**

<b>CCC-518</b> (06-12-15)		Page 2 of 2	
2. STATE CODE	3. COUNTY CODE	4. FARM SERIAL NUMBER	
<b>CONTINUATION OF OWNER'S INFORMATION (From Page 1)</b>			
A. OWNER'S NAME AND ADDRESS <i>(Including Zip Code)</i>			
B. SIGNATURE OF OWNER (BY)	C. TITLE/RELATIONSHIP OF THE INDIVIDUAL SIGNING IN A REPRESENTATIVE CAPACITY	D. DATE (MM-DD-YYYY)	
A. OWNER'S NAME AND ADDRESS <i>(Including Zip Code)</i>			
B. SIGNATURE OF OWNER (BY)	C. TITLE/RELATIONSHIP OF THE INDIVIDUAL SIGNING IN A REPRESENTATIVE CAPACITY	D. DATE (MM-DD-YYYY)	
A. OWNER'S NAME AND ADDRESS <i>(Including Zip Code)</i>			
B. SIGNATURE OF OWNER (BY)	C. TITLE/RELATIONSHIP OF THE INDIVIDUAL SIGNING IN A REPRESENTATIVE CAPACITY	D. DATE (MM-DD-YYYY)	
A. OWNER'S NAME AND ADDRESS <i>(Including Zip Code)</i>			
B. SIGNATURE OF OWNER (BY)	C. TITLE/RELATIONSHIP OF THE INDIVIDUAL SIGNING IN A REPRESENTATIVE CAPACITY	D. DATE (MM-DD-YYYY)	

132 CCC-518, Tract Price Loss Coverage (PLC) Yield Redistribution (Continued)

C Completing CCC-518

Each affected owner must sign and date CCC-518, agreeing to the redistribution of PLC yields. The following table describes the fields on CCC-518.

Item	Description	Entry
1	County Office name, address, and telephone number.	Manual entry.
2	State code.	Manual entry.
3	County code	Manual entry.
4	Farm serial number.	Manual entry.
5	Provide the tract's information.	
	A Tract number.	Manual entry.
	B Applicable covered commodity.	Manual entry.
	C Applicable covered commodity's base acres.	Manual entry.
	D Current PLC tract yield.	Manual entry.
	E Tract's requested yield for applicable covered commodity.	The owner(s) must enter the requested yield being redistributed to the tract. See paragraph 131 for limitations.
6	Owner's certification.	
	A Owner's name and address.	Manual entry.
	B Owner's signature.	All affected owners on the farm must sign.
	C <b>If the individual signing in item 7 B is...</b>	<b>THEN...</b>
	signing in a representative capacity for the owner	a title or relationship must be listed.
	the signatory	no entry is required.
	D Signature date.	all affected owners on the farm must date.

133-148 (Reserved)



**Part 4 Software Base and Yield Adjustments**

**Section 1 Manual Adjustments and PLC Calculator**

**149 Manually Adjusting Base and Yield Data**

**A Overview**

Users must have an approved CCC-505 or correctly executed CCC-517 or CCC-518 on file before completing edits to the Tract Crop Data assignment block. Users should use the automated CCC-505 and CCC-517 wizards to generate the required forms and complete all base adjustments unless an issue with the application or program issue limits the use of the automated tools. See paragraphs 304 and 305 to complete base adjustments through the applicable automated wizard.

**B Example**

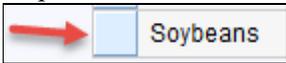
Following is an example of the Tract Crop Data assignment block with adjusted bases.

▼ Tract Crop Data							
Crop Name	Crop Year	Base Acres	Base Acres Adj. Reason	CTAP Transitional Yield	CTAP Transitional Yield...	PLC Yield	PLC Yield Adj. Reason
Wheat	2015	20.07	CCC-517	0.0000		65.0000	
Corn	2015	19.91	CCC-517	0.0000		146.0000	
Soybeans	2015	39.57	CCC-505 permanent re...	0.0000		49.0000	

149 Manually Adjusting Base and Yield Data (Continued)

C Actions for Manually Increasing Base Acres or Yields

Once the tract has been selected, manually increase the base acres or yield according to the following.

Step	Action
	CLICK “Edit” on the CRM Toolbar.
Selection Box	CLICK the blue box located to the left side of a crop to select the crop and enable the Tract Crop data field entries to be edited. 
Crop Name	System populated. No action necessary.
Crop Year	System populated. No action necessary.
Base Acres	Base acres are increased by manually adjusting the base acres amount.  CLICK “Enter” or “Save” after making the adjustment to enable the dropdown for Base Acre Reason Adjustment Code. A reason code is required whenever base acres are adjusted.
Base Acres Adj. Reason	Select the appropriate reason code that applies to the situation. See 10-CM, paragraph 250 for available reason codes.
CTAP Transitional Yield <b>Note:</b> Not listed after 2019.	CTAP yields are increased by manually adjusting the yield value. Whenever an adjustment is made to the CTAP Yield an adjustment reason code is required.  CLICK “Enter” or “Save” after making the yield adjustment to activate the dropdown for CTAP Transitional Yield Adjustment Code. The CTAP Yield is only editable for Generic Base Acres.
CTAP Transitional Adj Reason <b>Note:</b> Not listed after 2019.	Select the appropriate reason code that applies to the situation. See 10-CM, paragraph 250 for available reason codes.
PLC Yield	PLC yields are increased by manually adjusting the yield value. Whenever an adjustment is made to the PLC Yield an adjustment reason code is required.  CLICK “Enter” or “Save” after making the yield adjustment to activate the dropdown for PLC Yield Adjustment Code.
PLC Yield Adj. Reason	Select the appropriate reason code that applies to the situation. See 10-CM, paragraph 250 for available reason codes.

**Note:** The tract yield for a crop can only be greater than zero if the crop base acres are greater than zero. Base, and/or Yield Adjustment Reasons are only needed if either the base, yield, or both, have been updated.

149 Manually Adjusting Base and Yield Data (Continued)

**D Common Error Messages**

Common Error Messages that prevent users from saving edits include.

<b>Alert</b>	<b>Action</b>
Base Acre Adj. Reason Code is required for the 2015 “crop name” change on Tract XX-XXX-XXXX.	User must manually enter from the drop-down the applicable reason code.
CTAP Transitional Yield Adjustment Reason Code required for 2015 crop change on Tract XX-XXX-XXXX.	User must manually enter from the drop-down the applicable reason code.
PLC Yield Adjustment Reason Code required for 2015 crop change on Tract XX-XXX-XXXX.	User must manually enter from the drop-down the applicable reason code.
The YYYY Base Acres of Tract XX-XXX-XXXX exceed the sum of the Effective DCP acres and Double cropped acres.	User must review and correct base acres before saving to ensure out-of-balance tracts do not result.

**150 PLC Yield Calculator****A Overview**

Farm Records maintains PLC yields for base crops associated with a farm. The 2018 Farm Bill allows owners on the farm to update the yield in FY 2020. The policy and provisions for completing a yield update are provided in Part 3. A PLC Yield Calculator has been created in CRM Farm Records to assist with this process.

The PLC Yield Calculator will only be accessible for FY 2020 or in future years if policy allows the PLC yield to be updated.

**B PLC Yield Calculator**

The PLC Yield Calculator allows for:

- the entry of producer-provided actual yields for years 2013 through 2017 to calculate the updated yield for the selected base crop
- printing CCC-867
- submitting the updated yield through the CRM workflow process
- system-updated PLC yields after the CCC-867 workflow is approved.

PLC yields are updated on a base-crop-by-base-crop basis through the PLC Yield Calculator. Additionally, printing CCC-867 and updating a crop's yield is completed base crop by base crop.

150 PLC Yield Calculator (Continued)

**C Instructions for Accessing the PLC Yield Calculator**

Use the following steps for accessing the PLC Yield Calculator.

Step	Instructions
1	Access CRM Farm Records.
2	Search for and select the applicable farm.
3	At the farm level of the selected farm, click on the “Tools” drop-down menu.
4	CLICK “PLC Yield Calculator.”

**D Calculator Overview**

When accessing the PLC Yield Calculator for the first time for the selected farm, the tool will be displayed as follows.



150 PLC Yield Calculator (Continued)

E Selecting a Base Crop

The following steps must be completed to add a base crop to the PLC Yield Calculator.

Step	Instructions
1	Click on the drop-down arrow next to the “Crop” data entry and select the base crop to be updated.
2	<p>CLICK “Add Crop”.</p> <p>The base crop will add to the bottom menu.</p>  <p>The screenshot shows the 'PLC Yield Calculator for Farm 9999' window. It includes a 'Back' button, a 'Crop' dropdown menu, and an 'Add Crop' button. Below these are several action buttons: 'Save as Draft', 'Complete and Print', 'Cancel and Save as Draft', 'Cancel and Delete', 'Reprint', and 'Re-initiate CCC-867'. A table at the bottom displays crop data with columns for 'Act...', 'Crop', 'Yield Type', and years 2013-2017, along with 'Total', 'Average Yield', 'Yield ...', 'Recalculated ...', 'Existing 2019 ...', and 'Status'. The table shows 'Corn' with an 'Actual Y...' yield type and 'Substitut...' with a yield of 143.94 for years 2013-2017.</p>

150 PLC Yield Calculator (Continued)

**F Tool and Data Entry Overview**

The PLC Yield Calculator displays and allows entry for the following.

<b>Data Entry or Button</b>	<b>Description</b>
Back	Button to exit the PLC Yield Calculator.
State	Administrative State for the selected farm.
County	Administrative county for the selected farm.
Farm	Selected farm number.
Operator	Operator name on the selected farm.
Farmland Acres	Total farmland acres associated with the selected farm.
Cropland Acres	Total cropland acres associated with the selected farm.
Crop	Drop-down menu to select a base crop associated with the farm. Only base crops that have not already been selected and entered in the calculator are listed.
Add Crop	Button to add the selected base crop to the calculator.
Save as Draft	Button to save existing work and entered data without printing or completing the yield update process.
Complete and Print	Button to complete the yield update calculation for a selected crop, print CCC-867, and submit the updated PLC yield through the workflow approval process.
Cancel and Save as Draft	Button to cancel an already submitted PLC yield update for a crop and return the yield calculation back to a draft status. All entered actual PLC yields are retained in the calculator.
Cancel and Delete	Button to cancel an already submitted PLC yield update for a crop and delete all entries for the crop.

150 PLC Yield Calculator (Continued)

F Tool and Data Entry Overview (Continued)

Data Entry or Button	Description
Reprint	Button to reprint CCC-867 for any PLC yield previously completed and printed.
Reinitiate CCC-867	Button to reinitiate the PLC Yield Calculator for a base crop PLC yield that has already been approved and updated in Farm Records.
Action	"Save" and "Delete" buttons.
Crop	Crop type.
Yield Type	Actual Yield – user entry.  Substitute Yield – the county substitute yield for the selected crop. System will automatically use the higher of the user-entered actual yield or the substitute yield when calculating the updated yield.
2013-2017	Applicable years used when updating the PLC yield.
Total	Total of the higher of the actual yield or substitute yield for each year entered.
Average Yield	Total yield divided by the number of years actual yields were entered.
Yield Factor	.90
Recalculated PLC Yield	Average yield multiplied by .90 multiplied by crop factor.
Existing PLC Yield	The existing PLC yield for the selected base crop on the selected farm.
Status	"New", "Printed", "Approved", or "Draft".

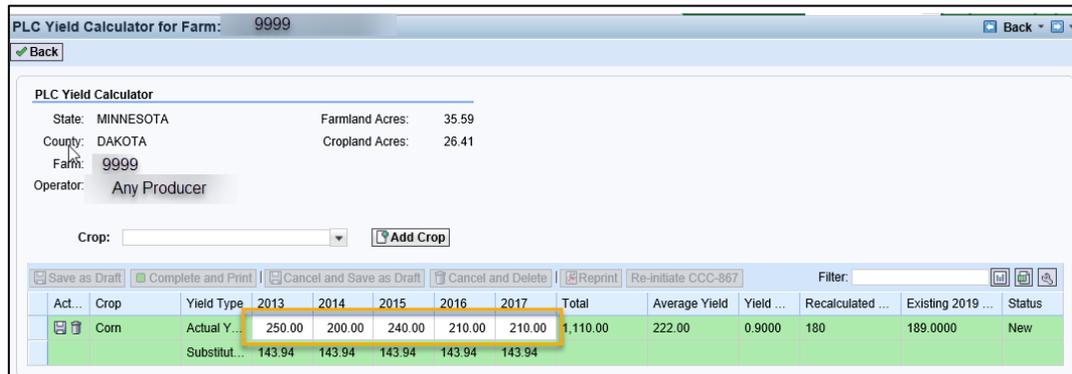
150 PLC Yield Calculator (Continued)

**G Entering Actual Yields and Calculating the Updated Yield**

Use the following instructions to enter actual yields for a selected base crop and recalculate the PLC yield.

Step	Instructions
1	<p>Manually enter the actual yields provided by the producer for each applicable year.</p> <p><b>Notes:</b> The system is currently displaying the yield values in hundredths, but they should be entered as a whole number.</p> <p>If the crop was not planted in a specific year, the entry <b>must</b> remain blank. Entering a zero will include the substitute yield in the Total and Average Yield Calculation.</p>

2 PRESS “**Enter**” to accept the entered actual yields and trigger the PLC Yield Calculator.



**Recalculated PLC Yield Values**

- Total – Total of the higher of the entered actual yield or substitute yield for each year.
- Average Yield – Total divided by the number of actual yield entries.
- Recalculated PLC Yield – Average yield multiplied by .90 multiplied by the yield factor for the base crop as found in Part 3.

150 PLC Yield Calculator (Continued)

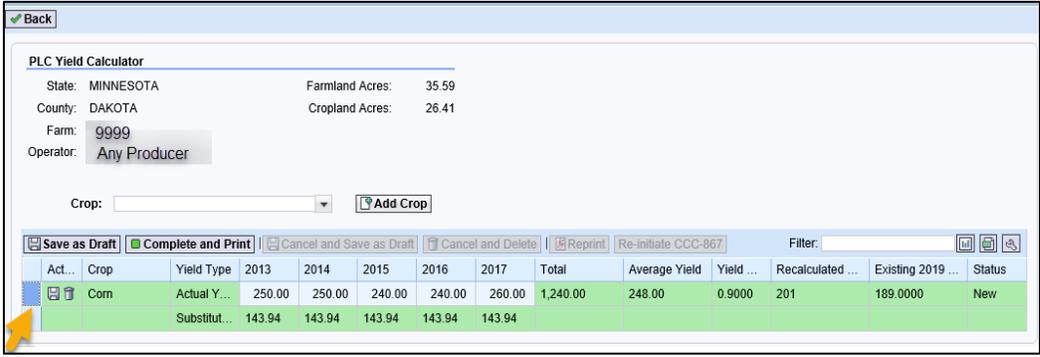
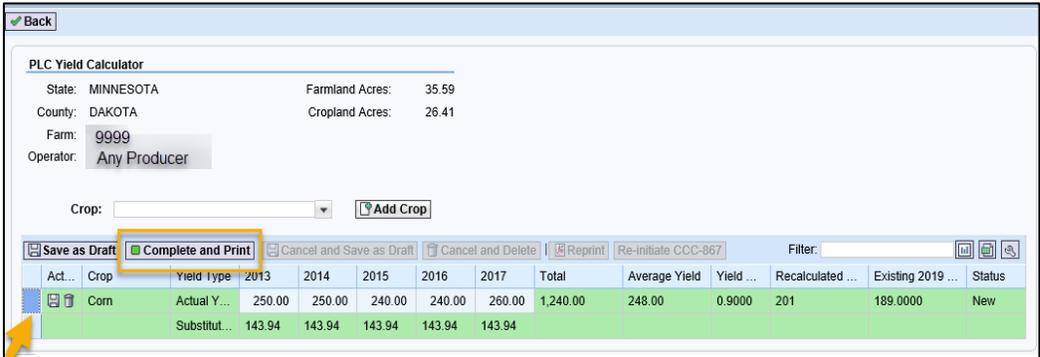
G Entering Actual Yields and Calculating the Updated Yield (Continued)

Step	Instructions
3	<p>Compare the “Recalculated PLC Yield” to the “Existing PLC Yield”.</p> <p><b>Notes:</b> Only recalculated PLC yields that are greater than the existing PLC yield may be updated.</p> <p>If the recalculated PLC yield is less than the existing yield, no further action needs to be taken for this yield update. The data can remain in the calculator as reference. If the County Office attempts to submit a PLC yield less than the existing PLC yield, the system will restrict the submission and provide the user a hard stop message.</p> <p>If the recalculated PLC yield is greater than the existing yield, CCC-867 can be printed and the updated yield submitted through the workflow process. See subparagraph H.</p>

150 PLC Yield Calculator (Continued)

H Printing CCC-867 and Submitting the Updated PLC Yield

If the recalculated PLC yield is higher than the existing PLC yield on the farm, the system will allow the yield update process to be completed and CCC-867 printed to obtain the owner signature.

Step	Instructions
1	<p>Click on the selection box at the beginning of the crop entry line.</p>  <p>The “Save as Draft” and “Complete and Print” buttons are enabled.</p>
2	<p>CLICK “Complete and Print”.</p>  <p>CCC-867 is generated and opens in Adobe Acrobat.</p>
3	<p>CCC-867 can be printed or saved as needed.</p> <p>See subparagraph K for an example of CCC-867.</p>
4	<p>Updated PLC yield is submitted through the CRM workflow process.</p>

**Note:** CCC-867 is printed base crop by base crop. The PLC Yield Calculator will allow multiple crops to be added in the tool, but printing and submitting the updated yields is completed crop by crop.

150 PLC Yield Calculator (Continued)

I PLC Yield Workflow

A recalculated PLC yield completed in the PLC Yield Calculator is submitted through the CRM workflow process. The user within the servicing County Office with the CRM role of “Grantor Process Manager” (CED or Acting CED) will receive the PLC yield workflow to approve or disapprove.

Acting on the PLC yield workflow to approve or disapprove the updated PLC yield must only be completed if the owner’s signature is obtained on CCC-867. Acting on a workflow is executing a decision that has already been completed on an official form. In the case of CCC-867, the PLC yield update is complete once an associated owner on the farm has signed CCC-867.

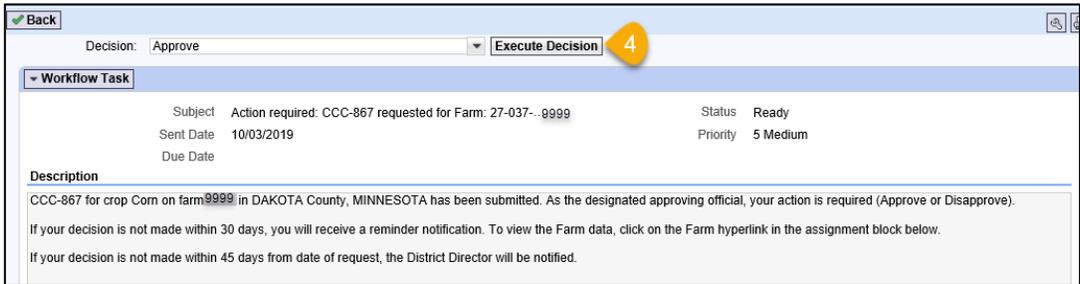
The PLC yield update does not require approval by COC, but CCC-867 does require signature and date by a CCC representative acknowledging CCC-867 signed by the owner has been received.

When a signed CCC-867 is received, CED or Acting CED must act on the PLC yield workflow according to the following table.

Step	Instructions
1	Access the “Workflow Task” assignment block from the CRM Homepage.
2	<p>Click on the workflow to act on the associated farm and base crop.</p> <p><b>Note:</b> There may be many PLC yield workflows in the worklist. Ensure that the correct farm and base crop are selected.</p> 

150 PLC Yield Calculator (Continued)

I PLC Yield Workflow (Continued)

Step	Instructions
3	Select the appropriate decision (“Approve” or “Disapprove”).
4	<p>CLICK “Execute Decision”.</p>  <p><b>Notes:</b> If a PLC yield workflow is not acted on within 30 calendar days, a reminder message is generated by the system.</p> <p>If the PLC yield workflow is not acted on within 45 calendar days, DD will receive a notification workflow.</p> <p>There is no expiration date for the PLC yield workflow, but if the workflow is not acted on before FY 2020 Farm Records rollover, it is deleted from the system with the rollover tasks.</p>

When a PLC yield is approved, the system automatically updates the PLC yield for the base crop at the farm level and at the tract level for all tracts with the associated base crop. At the tract level, a PLC Yield Adjustment Reason Code of “CCC-867” is populated by the system.

**Farm Level Crop Data Assignment Block**

Crop Name	Crop Year	Base Acres	CCC-505 CRP Redu. Acres	PLC Yield
Corn	2020	13.30	0.00	201.0000
Soybeans	2020	5.30	0.00	45.0000

**Tract Level Crop Data Assignment Block**

Crop Name	Crop Year	Base Acres	Base Acres Adj. Reason	PLC Yield	PLC Yield Adj. Reason
Corn	2020	6.70		201.0000	CCC-867
Soybeans	2020	2.70		45.0000	CCC-867

Once the PLC yield has been updated on the record, the tract level yields can be adjusted between tracts per owner request on CCC-518, according to section 4.

150 PLC Yield Calculator (Continued)

J Producer Notification of PLC Yield Update

The operator and all owners on the farm must be notified of the PLC yield update using the Base and Yield Notice. The Base and Yield Notice is generated from the “More” drop-down menu within the farm record.

K CCC-867, Yield Update for the Price Loss Coverage (PLC) Program

The following CCC-867 is generated from the PLC Yield Calculator.

<b>CCC-867</b> (07-23-19)		<b>U.S. DEPARTMENT OF AGRICULTURE</b> Commodity Credit Corporation		1. Program Years: <b>2020 through 2023</b>					
<b>YIELD UPDATE FOR THE PRICE LOSS COVERAGE (PLC) PROGRAM</b>  I		2A. County FSA Office Name and Address (Including Zip Code)  DAKOTA COUNTY - MN 4100 220th St. W Suite 104 FARMINGTON MN 55024-0129							
		2B. County FSA Office Telephone No. (Including Area Code) (851)463-8626 x2			2C. County FSA Office FAX No. (Including Area Code) (855)739-3981				
		3. State Code 27	4. County Code 037	5. Farm No. 9999	6. Covered Commodity Corn				
<p><b>NOTE:</b> The following statement is made in accordance with the Privacy Act of 1974 (5 USC 552a - as amended). The authority for requesting the information identified on this form is the Commodity Credit Corporation Charter Act (15 U.S.C. 714 et seq.), the Agricultural Act of 2014 (7 U.S.C. 9015) as amended by the Agriculture Improvement Act of 2018 (Pub. L. 115-334) and 7 CFR Part 1412. The information will be used to determine eligibility to participate in and receive benefits under the Agriculture Risk Coverage Program and Price Loss Coverage Program. The information collected on this form may be disclosed to other Federal, State, Local government agencies, Tribal agencies, and nongovernmental entities that have been authorized access to the information by statute or regulation and/or as described in applicable Routine Uses identified in the System of Records Notice for USDA/ FSA-2, Farm Records File (Automated). Providing the requested information is voluntary. However, failure to furnish the requested information will result in a determination of ineligibility to participate in and receive benefits under the Agriculture Risk Coverage Program and Price Loss Coverage Program.</p> <p><b>Paperwork Reduction Act (PRA) Statement:</b> The information collection is exempted from the Paperwork Reduction Act as specified in 7 U.S.C. 9091(c)(2)(B).</p> <p>The provisions of appropriate criminal and civil fraud, privacy, and other statutes may be applicable to the information provided. <b>RETURN THIS COMPLETED FORM TO YOUR COUNTY FSA OFFICE.</b></p>									
<p><b>THE FARM PLC YIELD UPDATE DECISION</b> is made by an owner of the farm identified in Item 5 above. If FSA receives conflicting yield update from another owner, owners will be required to resolve their dispute providing CCC with written evidence of the dispute resolution by the end of the yield update period.</p>									
<p><b>FARM YIELD UPDATE</b></p>									
<p>7. I agree to update the PLC yield for the covered commodity, identified in Item 6 above, based on 90 percent of the farm's 2013 through 2017 average yield per planted acre, excluding any year(s) when no acreage was planted times a national factor determined by dividing the 2008-12 national yield by the 2013-2017 national yield. The covered commodity's national yield factor is <u>0.9000</u>.</p>									
7A. 2013 Yield	7B. 2014 Yield	7C. 2015 Yield	7D. 2016 Yield	7E. 2017 Yield	7F. Total	7G. Average Yield	7H. Multiplied by 2.4 (If Seed Cotton)	7I. Multiplied by 90%	7J. Multiplied by yield factor (PLC Yield)
250.00	250.00	240.00	240.00	260.00	1240.00	248.00		223.20	201
8. Owner's Name and Address (Including Zip Code) Any Producer RR1 Any Town, USA 99999									
9A. Signature of Owner (By)				9B. Title/Relationship of the Individual Signing in the Representative Capacity			9C. Date (MM-DD-YYYY)		
10A. Signature of CCC Representative							10B. Date (MM-DD-YYYY)		
<p><small>In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.</small></p> <p><small>Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.</small></p> <p><small>To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at <a href="http://www.ascr.usda.gov/complaint_filing_cust.html">http://www.ascr.usda.gov/complaint_filing_cust.html</a> and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 890-7442; or (3) e-mail: <a href="mailto:usda.nondiscrimination@usda.gov">usda.nondiscrimination@usda.gov</a>.</small></p>									

151-166 (Reserved)

## Section 2 Base Adjustment Wizards and Report

### 167 Automated CCC-505 Base Reduction Wizard

#### A Overview

The automated CCC-505 base reduction tool allows creation, tracking, and approval of CCC-505, Voluntary Permanent DCP Base Acreage Reduction. The tool allows the user to designate base acres to be reduced and reason codes for the reductions. Tract and farm over-based, fully-based, and under-based statuses are interactively updated as base acre reductions are entered in the tool. Users are required to use the CCC-505 wizard to complete all base reductions unless the software is not available.

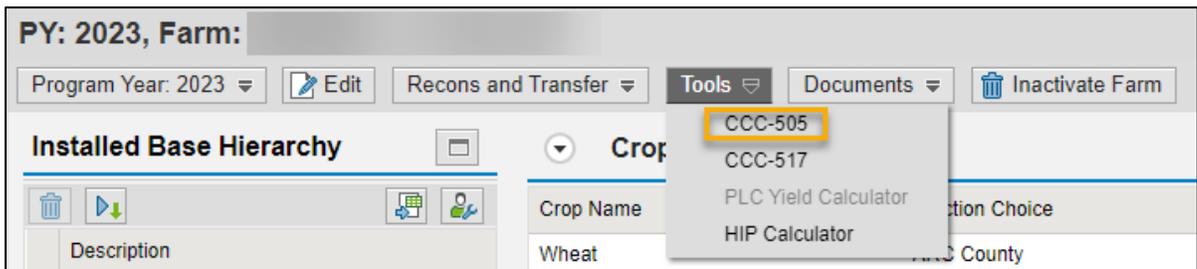
Out-of-balance tracts with Unassigned Base Acres should be balanced by reducing the Unassigned Base acres first before reducing other base acres associated with the tract.

**Notes:** The work instruction or simulation for the Automated CCC-505 Reduction Tool is available on the MIDAS Portal in the Bulletin Board assignment block. See Exhibit 25 for instructions on how to access the work instruction.

If reduction is because of CRP enrollment, separate CCC-505's must be completed for each contract to ensure CCC-505 CRP Reduction acres are maintained accurately for the life of the associated contract.

#### B Example

Following is an example of the location of the CCC-505 Tool.



The user must be at the farm level in the farm hierarchy to select “CCC-505” from the “Tools” drop-down menu. When at the tract or field level in the CRM hierarchy, “CCC-505” displays in the menu, but is not selectable.

167 Automated CCC-505 Base Reduction Wizard (Continued)

B Example (Continued)

Following is an example of the automated CCC-505.

**New CCC-505 Form for Farm: 193319871, 31-019-8391**

Initiated By: HECTOR MARTINEZ      Initiated On/At (CST): 09/06/2025 12:03:03      Status: New

**Farm Level Summary**

Farm Number	Original Total Base Acres	Base Acres To Be Reduced	Base Acres After Reduction	Effective DCP Cropland + Double Crop Acres	(Effective DCP Cropland + Double Crop Acres) – Total Base Acres
8391	15.00	0.00	15.00	6.93	8.07-

**Farm Level Detail**

Crop Name	Original Total Base Acres	Original Yield	Base Acres To Be Reduced	Base Acres After Reduction	Yield After Base Acre Reduction
Grain Sorghum	10.00	100.0000	0.00	10.00	100.0000
Unassigned Generic Base	5.00	0.0000	0.00	5.00	0.0000

**Tract Level Summary**

Tract Number	Original Total Base Acres	Base Acres to be reduced	Base Acres after reduction	Effective DCP Cropland + Double Crop Acres	(Effective DCP Cropland + Double Crop Acres) – Total Base Acres
7138	15.00	0.00	15.00	6.93	8.07-

**Tract Level Detail**

Tract Number	Crop Name	Yield	Original Base Acres	Base Acres to be reduced	Reason Code	Effective Year	Base Acres after reduction
7138	Grain Sorghum	100.0000	10.00	0.00			10.00
7138	Unassigned Generic Base	0.0000	5.00	0.00			5.00

A toolbar at the top of the page allows the user to calculate default reductions, save, print, cancel, and delete the form.

Data for the farm being edited is displayed in 4 sections within the wizard:

- farm level summary
- farm level detail
- tract level summary
- tract level detail.

The tract level summary and tract level detail sections are color coded according to their status as over-based (red), fully-based (green), and under-based (yellow).

A negative value in the (Effective DCP Cropland + Double Crop Acres) – Total Base acres column at the tract level indicates the tract is over-based. A negative value in the (Effective DCP Cropland + Double Crop Acres) – Total Base acres column at the farm level indicates the farm is over-based.

167 Automated CCC-505 Base Reduction Wizard (Continued)

C Action

After selecting the CCC-505 tool from the “Tools” drop-down menu, the CCC-505 wizard will display with the existing base records currently associated with the selected farm.

The screenshot displays the CCC-505 Form interface. At the top, there are navigation buttons: Calculate Default Reductions, Save as Draft, Complete and Print, Cancel and Save as Draft, Cancel and Delete, Reprint, and Back. The form title is "CCC-505 Form". Below the title, it shows "Initiated By: HECTOR MARTINEZ", "Initiated On/At (CST): 05/07/2025 12:59:12", and "Status: New".

The "Farm Level Summary" section contains a table with the following data:

Farm Number	Original Total Base Acres	Base Acres To Be Reduced	Base Acres After Reduction	Effective DCP Cropland + Double Crop Acres	(Effective DCP Cropland + Double Crop Acres) – Total Base Acres
8391	20.00	0.00	20.00	6.93	13.07-

The "Farm Level Detail" section contains a table with the following data:

Crop Name	Original Total Base Acres	Original Yield	Base Acres To Be Reduced	Base Acres After Reduction	Yield After Base Acre Reduction
Grain Sorghum	15.00	150.0000	0.00	15.00	150.0000
Unassigned Generic Base	5.00	0.0000	0.00	5.00	0.0000

The "Tract Level Summary" section contains a table with the following data:

Tract Number	Original Total Base Acres	Base Acres to be reduced	Base Acres after reduction	Effective DCP Cropland + Double Crop Acres	(Effective DCP Cropland + Double Crop Acres) – Total Base Acres
7138	20.00	0.00	20.00	6.93	13.07-

The "Tract Level Detail" section contains a table with the following data:

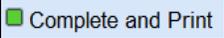
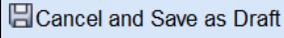
Tract Number	Crop Name	Yield	Original Base Acres	Base Acres to be reduced	Reason Code	Effective Year	Base Acres after reduction
7138	Grain Sorghum	150.0000	15.00	0.00			15.00
7138	Unassigned Generic Base	0.0000	5.00	0.00			5.00

A reduction to the current base data on the farm is submitted through the CCC-505 wizard according to the following table.

	Item	Description and Action
1	Tools	<p> Calculate Default Reductions The user may use the Calculate Default Reductions option to proportionality system reduce excess base on out-of-balance tract.</p> <p><b>Notes:</b> If the out-of-balance tract contains Unassigned Base Acres, the system will reduce these acres first before proportionality reducing other base acres.</p> <p>This option should only be used if COC is taking action to reduce base according to paragraph 23 or if the producer is requesting that bases are reduced proportionately.</p>

167 Automated CCC-505 Base Reduction Wizard (Continued)

C Action (Continued)

	Item	Description and Action
<p>1 (Cont.)</p>	<p>Toolbar (Cont.)</p>	<p> The user may complete and print CCC-505 at any time after at least 1 base reduction entry and associated reason code are entered. After CLICKING “<b>Complete and Print</b>” a CCC-505 is generated in PDF format and is automatically populated with base reduction information along with the operator’s name as the requestor and the owners of any tracts having base acres designated for reduction as required signatures. In addition, a workflow is generated and sent to the approving official.</p> <p><b>Note:</b> Edits to the farm while a printed but unapproved CCC-505 is outstanding, cancel the approval workflow. However, the user may save a draft at the time edits are initiated and reinstate the approval workflow using the “complete and print” option after the farm edits are completed.</p>
		<p> The user may only cancel and save as draft existing CCC-505’s that have previously been completed and printed. When an existing CCC-505 is cancelled and saved as draft the workflow to the approving official is deleted and the data in the tool remains the same as if CCC-505 had originally been saved as a draft.</p>
		<p> The user may only cancel and delete existing CCC-505’s that have previously been completed and printed. When an existing CCC-505 is cancelled and deleted the workflow to the approving official is deleted and all information previously entered in the tool is deleted.</p>
		<p> When an existing CCC-505 has been completed and printed, it may be reprinted at any time the unapproved CCC-505 workflow remains outstanding.</p>
		<p> Users may return to the farm record at any time by CLICKING “<b>Back</b>”. If entries have been made in the tool the user is prompted to save edits. CLICKING “<b>Yes</b>” saves a draft of the CCC-505. CLICKING “<b>No</b>” returns the user to the farm record without saving any existing entries.</p>

## 167 Automated CCC-505 Base Reduction Wizard (Continued)

## C Action (Continued)

	Item	Description and Action
2	(Effective DCP Cropland + Double Crop Acres) – Total Base Acres	A negative value in this data field at the farm level indicates the farm is over-based. A negative value in this data field at the tract level indicates the tract is over-based.
3	Color-coded tract level data	Over-based tracts are color-coded as red in both the tract level summary and tract level detail sections of the tool. Fully-based tracts are color-coded as green. Under-based tracts are color coded as yellow.
4	Over-based tract indicator	Over-based tracts are shown in the tract level summary section both as color coded in red and with a negative entry in the “(Effective DCP Cropland + Double Crop Acres) – Total Base Acres” column to alert the user to the over-based condition.
5	Base Acres to be Reduced	<p>The “Base Acres to be Reduced” column in the tract level detail section is editable to allow the user to select applicable tracts and crops that will have base acres reduced and to enter the amount of the reduction.</p> <p>As soon as an entry is made and the user PRESSES “Enter” on the keyboard or CLICKS “Save”, the status of the tract being edited as over-based, fully-based, or under-based is interactively updated. As a result, the amount in the “(Effective DCP Cropland + Double Crop Acres) – Total Base Acres” column is automatically updated in the tract level summary section and in the farm level summary section. Base acres may be reduced from any tract regardless of its status as over-based, fully-based, or under-based.</p>

167 Automated CCC-505 Base Reduction Wizard (Continued)

C Action (Continued)

	Item	Description and Action
6	Reason Code	<p>When an entry is made in “Base Acres to be Reduced” for a specific tract and crop, the “Reason Code” column becomes editable when the user PRESSES “Enter” on the keyboard or CLICKS “Save”. An error code will display in the upper right corner of the screen until a reason code is selected from the choices in the drop-down menu.</p> <p>When multiple reductions are being made a mixture of reason codes is permitted.</p> <p><b>Note:</b> Reason code “CCC-505 due to CRP enrollment” is not permitted to be mixed with any other reason code.</p> <p>When the reason code “CCC-505 reduction due to CRP enrollment” is selected, the user must select an effective year of either the current fiscal year or the subsequent fiscal year. If the subsequent fiscal year is selected the CCC-505 reductions are held in a pending status until after FY rollover.</p> <p>See 10-CM, paragraph 250 for available adjustment reason codes for base reductions.</p>
7	Effective Year	<p>The “Effective Year” is automatically populated as the current year for all reason codes. When the selected reason code is “CCC-505 due to CRP enrollment”, a drop-down menu is available to change the effective year to the subsequent year if necessary.</p> <p>When an effective year is selected, the system will hold the pending CCC-505 reduction in the system until the entered effective year. At that time, the system will generate the CCC-505 workflow for approval. CCC-505’s submitted with an effective year are not deleted during rollover.</p>

**Note:** See work instruction **CCC-505 Base Reduction** for more information on completing the automated CCC-505.

167 Automated CCC-505 Base Reduction Wizard (Continued)

D Automated CCC-505 Approval

When “Complete and Print” is selected, a workflow is generated and sent to the approving official. Reminder messages are sent to the approving official for forms outstanding for more than 30 calendar days and at designated intervals shortly before FY rollover. Pre-rollover notifications are sent on September 15 and September 25.

**Note:** If rollover for a specific FY occurs before September 25<sup>th</sup>, the second pre-rollover notifications are not generated.

Unapproved outstanding CCC-505’s are deleted at rollover, except for those forms completed for CRP enrollment where the effective year is designated as the subsequent year.

For reductions completed and approved through the wizard because of CRP, the system will automatically enter CCC-505 CRP Reduction Acres when the workflow is approved. See subparagraph E. See 10-CM, paragraph 250 for instructions for updating existing CCC-505 CRP Reduction Acres for a tract.

For CCC-505 where the reason code is “CCC-505 due to CRP enrollment”, CCC-505 CRP Reduction information must be entered in the Tract CCC-505 CRP Reduction Data assignment block **after approval** of CCC-505. For reductions completed through the wizard because of CRP, the system will automatically enter the CCC-505 CRP Reduction Acres when the workflow is approved. See subparagraph E. See 10-CM, paragraph 250 for instructions for updating existing CCC-505 CRP Reduction Acres for a tract.

**CCC-505 Workflow** - The workflow tasks associated with a submitted CCC-505 are shown below in the Workflow Task assignment block for the approving official. Select any of the workflow tasks to review the information or act on the workflow.



167 Automated CCC-505 Base Reduction Wizard (Continued)

D Automated CCC-505 Approval (Continued)

CCC-505 Worklist Items - To see all items in the users' worklist, select "Worklist"

**Worklist** from the Navigation Menu. On the following screen, CLICK "Search" and the items in the worklist will be displayed.

The screenshot shows the 'Alerts' section with a message 'No result found'. Below it is the 'Inbox Search' section with various filters: 'Quick Search', 'Assigned To', 'Main Category' (set to 'WorkList'), 'Date Type' (set to 'Creation Date'), 'Status', 'From', and 'To'. A 'Description' field is also present. The 'Search' button is highlighted with a red box, and a 'Clear' button is next to it. Below the search section is the 'Result List' section, which includes a toolbar with 'Reserve', 'Reset Reservation', 'Display', and 'Workflow Substitution' options, and a table header with columns: 'Description', 'Due On/At', 'Proc...', 'S...', 'State', 'County', and 'Created On'. A 'Forward To' field with a 'Go' button is at the bottom.

Following is an example of the worklist.

The screenshot shows the 'Alerts' section with a message 'No result found'. Below it is the 'Inbox Search' section with various filters: 'Quick Search', 'Assigned To', 'Main Category' (set to 'WorkList'), 'Date Type' (set to 'Creation Date'), 'Status', 'From', and 'To'. A 'Description' field is also present. The 'Search' button is highlighted with a red box, and a 'Clear' button is next to it. Below the search section is the 'Result List' section, which includes a toolbar with 'Reserve', 'Reset Reservation', 'Display', and 'Workflow Substitution' options, and a table with 6 items found. The table has columns: 'Description', 'Due On/At', 'Process', 'SubPr...', 'State', 'County', and 'Created On'. The data rows are as follows:

Description	Due On/At	Process	SubPr...	State	County	Created On
Action required: CCC505 Form reques...	09/15/2015 12:00:01 AM	Farm Records	Appro...	ANY	LAKE	09/09/2015
Info for CED - Pending CCC505 Appro...	09/09/2015 04:51:41 PM	Farm Records	CCC5...	ANY	LAKE	09/09/2015
CCC-505 form First pre-rollover notfia...	12/31/9999 11:59:00 PM	Farm Records	CCC5...	ANY	LAKE	09/09/2015
Info for CED - Pending CCC505 Appro...	09/15/2015 12:00:01 AM	Farm Records	CCC5...	ANY	LAKE	09/09/2015
CCC-505 form First pre-rollover notfia...	09/09/2015 01:04:16 PM	Farm Records	CCC5...	ANY	LAKE	09/09/2015
Action required: CCC505 Form reques...	12/31/9999 11:59:00 PM	Farm Records	Appro...	ANY	LAKE	09/09/2015

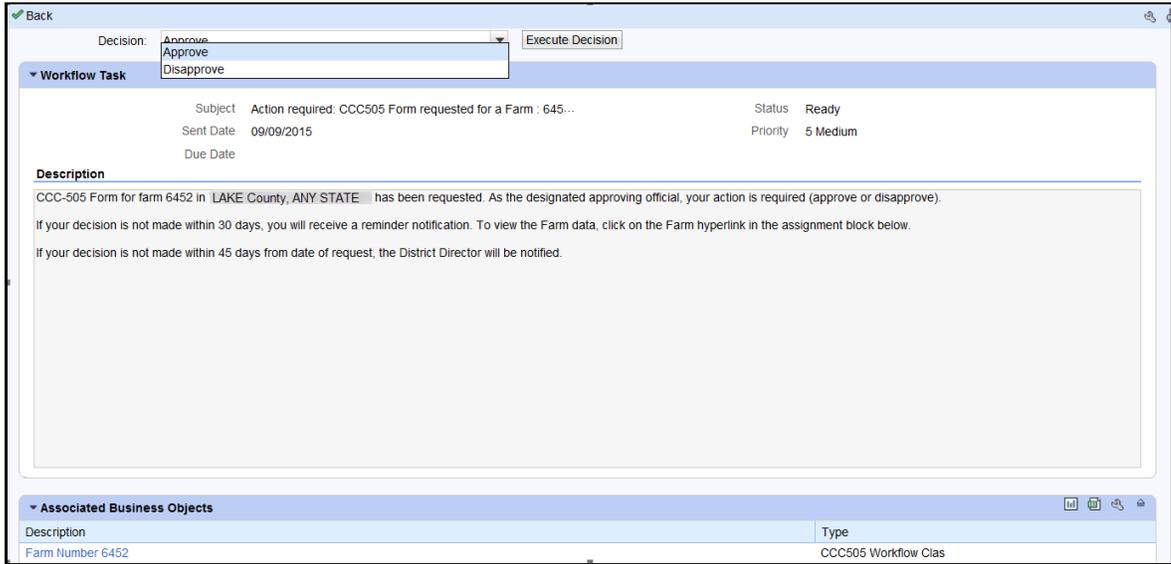
A 'Forward To' field with a 'Go' button is at the bottom.

167 Automated CCC-505 Base Reduction Wizard (Continued)

E Examples of CCC-505 Messages

**Initial Workflow** - The initial workflow sent to CED when “Complete and Print” is selected is named “Action required: CCC-505 requested for a Farm”.

Following is an example of the action required workflow message.



When the approving official approves the automated CCC-505, changes to the base acres and associated reason codes for the changes are automatically updated in the farm record. The approving official shall not approve CCC-505 until all required signatures have been obtained. If “Disapprove” is selected, CCC-505 is cancelled and deleted, and no updates are made to the record.

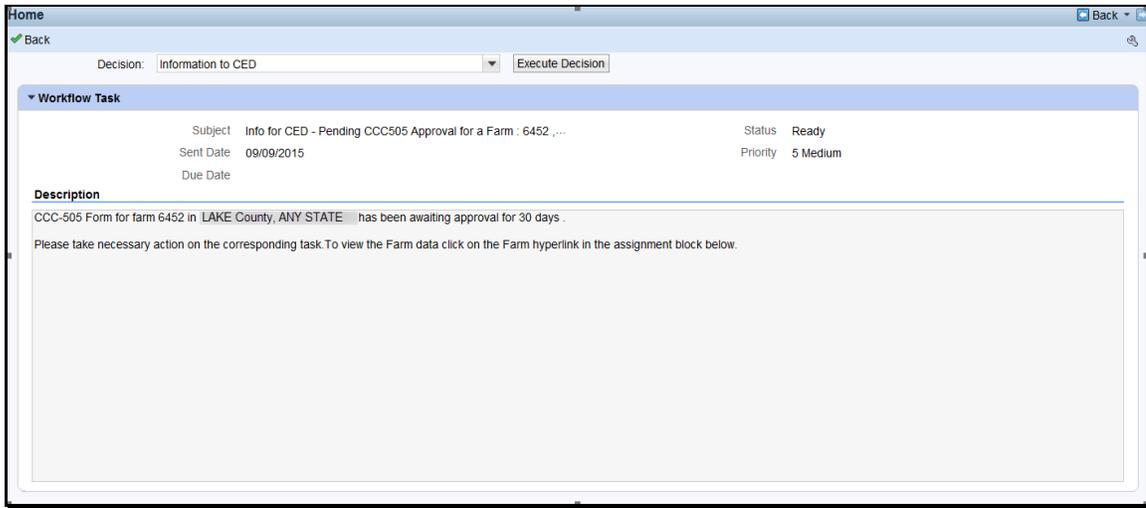
If the CCC-505 workflow is approved and the reason for the base reduction because of CRP enrollment, the approving official is prompted to enter or select the associated CRP contract number. The reduced base acres are automatically entered in the tract level CCC-505 CRP Reduction Data assignment block with the entered CRP contract number.

167 Automated CCC-505 Base Reduction Wizard (Continued)

E Examples of CCC-505 Messages (Continued)

**30-Day Notification** - If the workflow remains unapproved, 30 calendar days after CCC-505 is generated, a reminder notification titled “Information to CED” is sent to CED. For CCC-505’s initiated by the County Committee according to subparagraph 36 C, CCC-505 shall be approved if all required signatures have not been returned within 30 days. If action is not taken within 15 days of receiving the notification below, DD is notified.

Following is an example of the 30-day reminder notification.



**Note:** CCC-505’s approved without all required signatures after the 30 day timeframe has passed, must reflect a proportionate reduction from all crops with base acres on the out-of-balance tract(s).

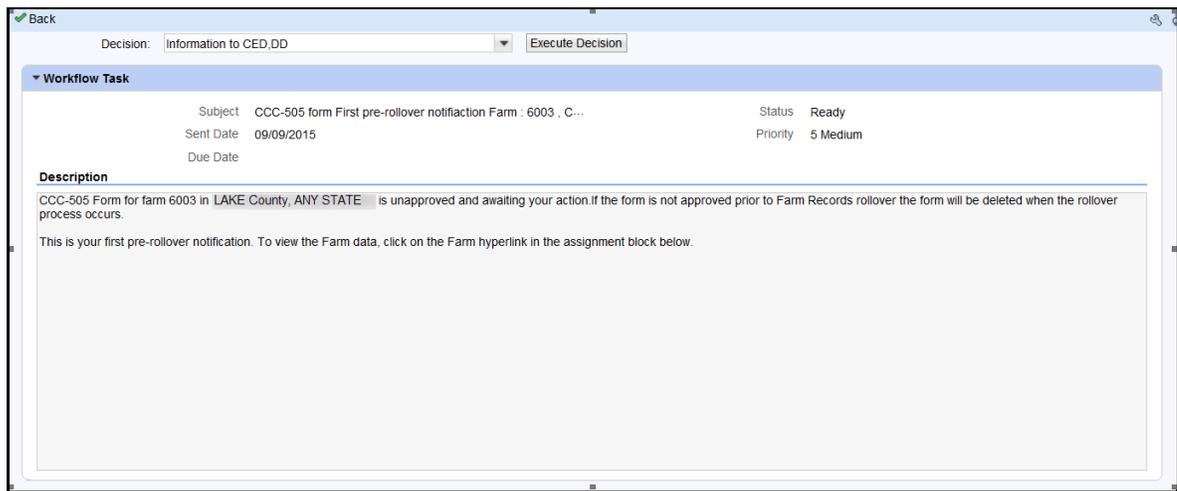
167 Automated CCC-505 Base Reduction Wizard (Continued)

**E Examples of CCC-505 Messages (Continued)**

**Pre-Rollover Notification**

Regardless of when CCC-505 is generated, if the workflow remains unapproved on September 15, a reminder notification titled “Information to CED, DD” is sent to CED and DD for any workflow applicable to the current FY that will be deleted if not approved before rollover to the next FY. An additional pre-rollover notification is sent on if the workflow remains unapproved before the established rollover date for the year.

Following is an example of the pre-rollover notification.



**F Auto-Populating CCC-505 CRP Reduction Data After CCC-505 for CRP Enrollment**

If the CCC-505 workflow is approved and the reason for the base reduction is CRP enrollment, the approving official is prompted to enter or select the associated CRP contract number. The reduced base acres are entered by the system in the tract level CCC-505 CRP Reduction Data assignment block with the entered CRP contract number.

168 Printed or Draft CCC-505 Report

**A Overview**

State Farm Records and GIS specialists are provided a monthly report of farms with a Printed or Draft CCC-505 status as provided in 10-CM (Rev. 2), paragraph 348. While the National Office provides this report, States and counties can generate the report using the CRM Search criteria.

Farms with a Printed CCC-505 status have been submitted in the workflow process but have not been approved. Farms with a Draft CCC-505 status have been initiated but have not been submitted for approval. CCC-505 base reductions must be completed and approved timely to correct out-of-balance tracts and ensure the correct number of base acres are associated with the tract and farm to be enrolled in ARCPLC programs.

**B Action**

Following are instructions for generating the report identifying farms with a printed or draft CCC-505 status.

Step	Action																												
<b>Search Criteria</b>																													
1	Within CRM@FSA, navigate to the “Search: Farm” page.																												
2	<p>Complete the following to identify farms with a printed or draft CCC-505 status at the State or county level:</p> <ul style="list-style-type: none"> <li>• select the applicable “Admin State”</li> <li>• to refine the search for a specific county or counties, select the applicable “Admin County”.</li> </ul> <div data-bbox="430 1281 1461 1648" style="border: 1px solid black; padding: 5px;"> <p><b>Search Criteria</b></p> <p><small>* Specifying values for multiple fields will narrow the search results, while specifying different values for the same the search results.</small></p> <p>Search For: Search by Farm</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Farm Number</td> <td style="width: 10%;">▼</td> <td style="width: 10%;">equals</td> <td style="width: 10%;">▼</td> <td style="width: 30%;"></td> <td style="width: 10%; text-align: center;">+</td> <td style="width: 10%; text-align: center;">-</td> </tr> <tr style="border: 2px solid orange;"> <td>Admin State</td> <td>▼</td> <td>is</td> <td>▼</td> <td>NEBRASKA</td> <td style="text-align: center;">+</td> <td style="text-align: center;">-</td> </tr> <tr style="border: 2px solid orange;"> <td>Admin County</td> <td>▼</td> <td>is</td> <td>▼</td> <td>SHERMAN</td> <td style="text-align: center;">+</td> <td style="text-align: center;">-</td> </tr> <tr> <td>IBase ID</td> <td>▼</td> <td>is</td> <td>▼</td> <td></td> <td style="text-align: center;">+</td> <td style="text-align: center;">-</td> </tr> </table> </div>	Farm Number	▼	equals	▼		+	-	Admin State	▼	is	▼	NEBRASKA	+	-	Admin County	▼	is	▼	SHERMAN	+	-	IBase ID	▼	is	▼		+	-
Farm Number	▼	equals	▼		+	-																							
Admin State	▼	is	▼	NEBRASKA	+	-																							
Admin County	▼	is	▼	SHERMAN	+	-																							
IBase ID	▼	is	▼		+	-																							

168 Printed or Draft CCC-505 Report (Continued)

B Action (Continued)

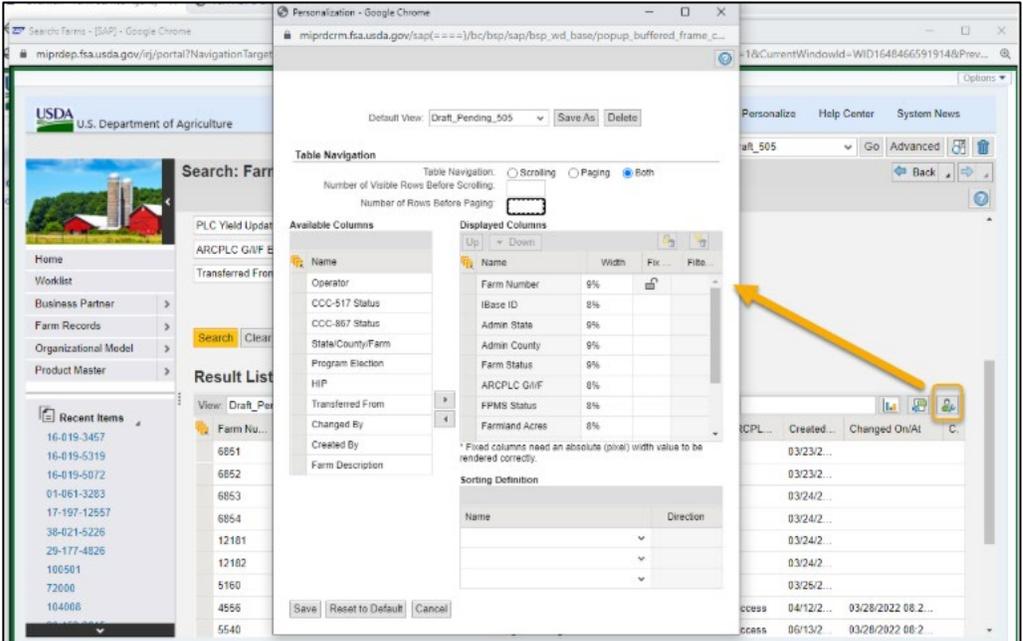
Step	Action																								
<b>Search Criteria (Continued)</b>																									
2 (Cont.)	<p data-bbox="415 363 1472 514"><b>Note:</b> Add additional Admin County entries to the search by clicking “+” next to the Admin County entry line to copy the search criteria line and select an additional county. See 10-CM, paragraph 188 for an alternative method when searching by multiple counties.</p> <div data-bbox="435 548 1443 1014" style="border: 1px solid black; padding: 5px;"> <p data-bbox="461 562 683 596"><b>Search Criteria</b></p> <p data-bbox="461 638 1443 688">* Specifying values for multiple fields will narrow the search results, while specifying different values for the broaden the search results.</p> <p data-bbox="516 695 1130 722">Search For: Search by Farm <span style="float: right;">▼</span></p> <table border="1" data-bbox="461 730 1443 1014"> <tr> <td data-bbox="461 730 808 772">Farm Number</td> <td data-bbox="824 730 1078 772">equals</td> <td data-bbox="1084 730 1351 772"></td> <td data-bbox="1357 730 1443 772">+ -</td> </tr> <tr> <td data-bbox="461 781 808 823">Admin State</td> <td data-bbox="824 781 1078 823">is</td> <td data-bbox="1084 781 1351 823">NEBRASKA</td> <td data-bbox="1357 781 1443 823">+ -</td> </tr> <tr> <td data-bbox="461 831 808 873">Admin County</td> <td data-bbox="824 831 1078 873">is</td> <td data-bbox="1084 831 1351 873">SHERMAN</td> <td data-bbox="1357 831 1443 873">+ -</td> </tr> <tr> <td data-bbox="461 882 808 924">Admin County</td> <td data-bbox="824 882 1078 924">is</td> <td data-bbox="1084 882 1351 924">BUFFALO</td> <td data-bbox="1357 882 1443 924">+ -</td> </tr> <tr> <td data-bbox="461 932 808 974">IBase ID</td> <td data-bbox="824 932 1078 974">is</td> <td data-bbox="1084 932 1351 974"></td> <td data-bbox="1357 932 1443 974">+ -</td> </tr> <tr> <td data-bbox="461 982 808 1024">Farm Status</td> <td data-bbox="824 982 1078 1024">is</td> <td data-bbox="1084 982 1351 1024"></td> <td data-bbox="1357 982 1443 1024">+ -</td> </tr> </table> </div> <p data-bbox="415 1062 1052 1098">Repeat steps as needed to add additional counties.</p>	Farm Number	equals		+ -	Admin State	is	NEBRASKA	+ -	Admin County	is	SHERMAN	+ -	Admin County	is	BUFFALO	+ -	IBase ID	is		+ -	Farm Status	is		+ -
Farm Number	equals		+ -																						
Admin State	is	NEBRASKA	+ -																						
Admin County	is	SHERMAN	+ -																						
Admin County	is	BUFFALO	+ -																						
IBase ID	is		+ -																						
Farm Status	is		+ -																						

168 Printed or Draft CCC-505 Report (Continued)

B Action (Continued)

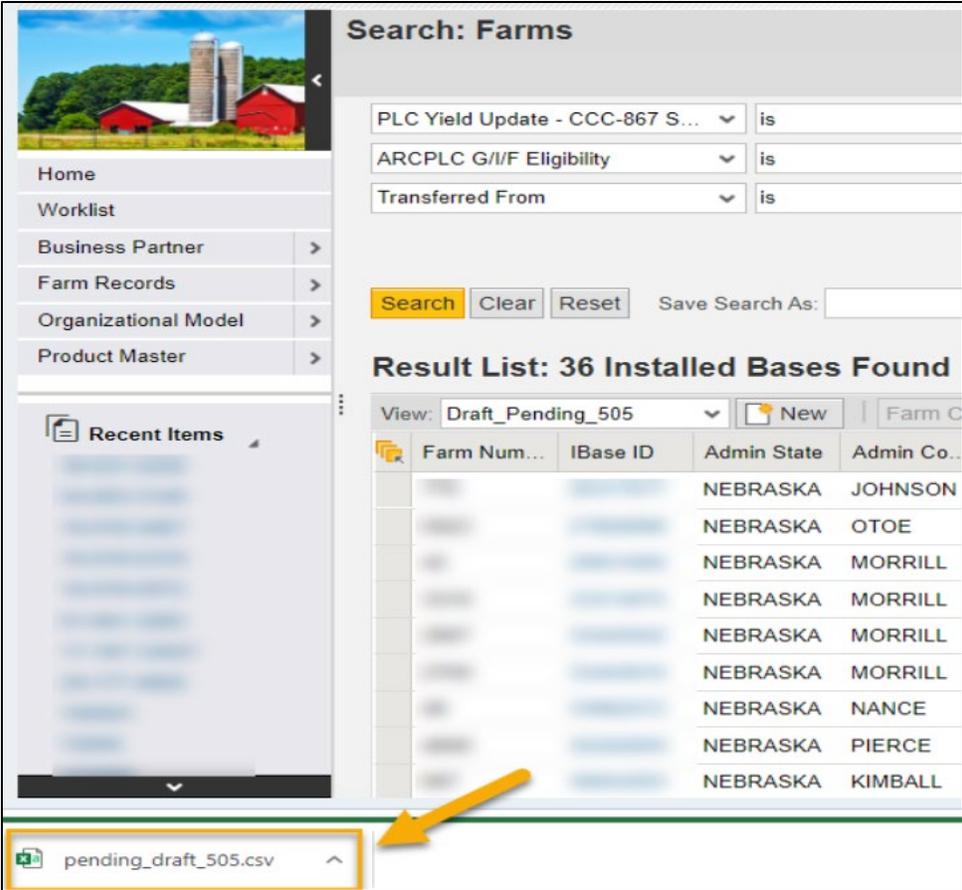
Step	Action																																								
<b>Search Criteria (Continued)</b>																																									
3	<p>Complete the following to search for farms in either a Printed or Draft Status:</p> <ul style="list-style-type: none"> <li>• SELECT “<b>Draft</b>” from the Base Reduction CCC-505 Status entry line</li> <li>• CLICK “+” next to the Base Reduction CCC-505 Status entry line to copy a second search criteria line</li> <li>• SELECT “<b>Printed</b>” from the second Base Reduction CCC-505 Status entry line.</li> </ul> <div data-bbox="443 737 1430 1352" style="border: 1px solid black; padding: 10px;"> <p><b>Search Criteria</b></p> <p>* Specifying values for multiple fields will narrow the search results, while specifying different values for the same field will return different results.</p> <p>Search For: Search by Farm</p> <table border="1"> <tr> <td>Farm Number</td> <td>equals</td> <td></td> <td>+ -</td> </tr> <tr> <td>Admin State</td> <td>is</td> <td>NEBRASKA</td> <td>+ -</td> </tr> <tr> <td>Admin County</td> <td>is</td> <td>&lt;--ALL COUNTIES--&gt;</td> <td>+ -</td> </tr> <tr> <td>IBase ID</td> <td>is</td> <td></td> <td>+ -</td> </tr> <tr> <td>Farm Status</td> <td>is</td> <td></td> <td>+ -</td> </tr> <tr> <td>FPMS Replication Status</td> <td>is</td> <td></td> <td>+ -</td> </tr> <tr> <td>ARCPLC Replication Status</td> <td>is</td> <td></td> <td>+ -</td> </tr> <tr> <td>Base Reduction CCC-505 Status</td> <td>is</td> <td>Draft <b>a</b></td> <td>+ - <b>b</b></td> </tr> <tr> <td>Base Reduction CCC-505 Status</td> <td>is</td> <td>Printed <b>c</b></td> <td>+ -</td> </tr> <tr> <td>Base Redistribution CCC-517 S...</td> <td>is</td> <td></td> <td>+ -</td> </tr> </table> </div>	Farm Number	equals		+ -	Admin State	is	NEBRASKA	+ -	Admin County	is	<--ALL COUNTIES-->	+ -	IBase ID	is		+ -	Farm Status	is		+ -	FPMS Replication Status	is		+ -	ARCPLC Replication Status	is		+ -	Base Reduction CCC-505 Status	is	Draft <b>a</b>	+ - <b>b</b>	Base Reduction CCC-505 Status	is	Printed <b>c</b>	+ -	Base Redistribution CCC-517 S...	is		+ -
Farm Number	equals		+ -																																						
Admin State	is	NEBRASKA	+ -																																						
Admin County	is	<--ALL COUNTIES-->	+ -																																						
IBase ID	is		+ -																																						
Farm Status	is		+ -																																						
FPMS Replication Status	is		+ -																																						
ARCPLC Replication Status	is		+ -																																						
Base Reduction CCC-505 Status	is	Draft <b>a</b>	+ - <b>b</b>																																						
Base Reduction CCC-505 Status	is	Printed <b>c</b>	+ -																																						
Base Redistribution CCC-517 S...	is		+ -																																						

**B Action (Continued)**

Step	Action
<b>Search Criteria (Continued)</b>	
4	<p>CLICK “Search” or PRESS “Enter” to generate the report results</p> <p><b>Note:</b> Personalization can be modified to change the generated Results List attributes. Click the Personalize icon within the Results List to add, remove, or modify attributes as desired. Search criteria and personalized views can be saved as needed to generate the report in the future. See 11-CM for details.</p> 

168 Printed or Draft CCC-505 Report (Continued)

B Action (Continued)

Step	Action
<b>Export Results List</b>	
5	CLICK <b>“Export to Spreadsheet”</b>  or PRESS <b>“Ctrl+Shift+E”</b> .
6	Complete the steps as prompted to name and save the exported file to a known location. Steps may vary based on internet browser used to access CRM.  <b>Note:</b> Exported file will save as a “.CSV” format.
7	If the spreadsheet does not immediately open in Excel, click on the file download prompt, or open the file from the saved location:  

168 Printed or Draft CCC-505 Report (Continued)

B Action (Continued)

Step	Action																																																																																																																																				
<b>Export Results List (Continued)</b>																																																																																																																																					
7 (Cont.)	<p>Once opened, the report can be formatted, sorted, or filtered as needed using Excel functions.</p> <div data-bbox="415 478 1455 787" style="border: 1px solid black; padding: 5px;"> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>A</th> <th>B</th> <th>C</th> <th>D</th> <th>E</th> <th>F</th> <th>G</th> <th>H</th> <th>I</th> <th>J</th> <th>K</th> <th>L</th> </tr> <tr> <th>Farm Num</th> <th>Base ID</th> <th>Admin Sta</th> <th>Admin Co</th> <th>Farm Stat</th> <th>ARCPLC G</th> <th>FPMS Stat</th> <th>Farmland</th> <th>ARCPLC St</th> <th>Created On/At</th> <th>Changed On/At</th> <th>CCC-505 Status</th> </tr> </thead> <tbody> <tr> <td>2</td> <td></td> <td>NEBRASK/</td> <td>JOHNSON</td> <td>Active</td> <td>Eligible</td> <td>Success</td> <td>77.37</td> <td>Success</td> <td>4/12/2013 16:02</td> <td>3/24/2022 14:13</td> <td>Printed</td> </tr> <tr> <td>3</td> <td></td> <td>NEBRASK/</td> <td>OTOE</td> <td>Active</td> <td>Eligible</td> <td>Success</td> <td>76.78</td> <td></td> <td>4/12/2013 16:02</td> <td>2/9/2022 8:56</td> <td>Printed</td> </tr> <tr> <td>4</td> <td></td> <td>NEBRASK/</td> <td>MORRILL</td> <td>Active</td> <td>Eligible</td> <td>Success</td> <td>279.79</td> <td>Success</td> <td>4/12/2013 16:02</td> <td>3/16/2022 15:08</td> <td>Printed</td> </tr> <tr> <td>5</td> <td></td> <td>NEBRASK/</td> <td>MORRILL</td> <td>Active</td> <td>Eligible</td> <td>Success</td> <td>466.06</td> <td>Success</td> <td>4/12/2013 16:02</td> <td>3/21/2022 13:46</td> <td>Draft</td> </tr> <tr> <td>6</td> <td></td> <td>NEBRASK/</td> <td>MORRILL</td> <td>Active</td> <td>Eligible</td> <td></td> <td>1,397.68</td> <td>Success</td> <td>4/12/2013 16:02</td> <td>10/22/2021 12:56</td> <td>Printed</td> </tr> <tr> <td>7</td> <td></td> <td>NEBRASK/</td> <td>MORRILL</td> <td>Active</td> <td>Eligible</td> <td>Success</td> <td>1,704.54</td> <td>Success</td> <td>4/12/2013 16:02</td> <td>3/21/2022 10:32</td> <td>Printed</td> </tr> <tr> <td>8</td> <td></td> <td>NEBRASK/</td> <td>NANCE</td> <td>Active</td> <td>Eligible</td> <td>Success</td> <td>152.88</td> <td>Success</td> <td>4/12/2013 16:02</td> <td>3/7/2022 8:20</td> <td>Draft</td> </tr> <tr> <td>9</td> <td></td> <td>NEBRASK/</td> <td>PIERCE</td> <td>Active</td> <td>Eligible</td> <td>Success</td> <td>153.3</td> <td>Success</td> <td>4/12/2013 16:02</td> <td>3/28/2022 6:51</td> <td>Draft</td> </tr> <tr> <td>10</td> <td></td> <td>NEBRASK/</td> <td>KIMBALL</td> <td>Active</td> <td>Eligible</td> <td>Success</td> <td>1,020.70</td> <td></td> <td>4/12/2013 16:02</td> <td>2/22/2022 10:31</td> <td>Printed</td> </tr> </tbody> </table> </div> <p>To save the file as an Excel spreadsheet, CLICK “File” and “Save As”. Change the Save as Type to “Excel Workbook (*.xlsx)”. This will save any customizations completed in the exported spreadsheet.</p>	A	B	C	D	E	F	G	H	I	J	K	L	Farm Num	Base ID	Admin Sta	Admin Co	Farm Stat	ARCPLC G	FPMS Stat	Farmland	ARCPLC St	Created On/At	Changed On/At	CCC-505 Status	2		NEBRASK/	JOHNSON	Active	Eligible	Success	77.37	Success	4/12/2013 16:02	3/24/2022 14:13	Printed	3		NEBRASK/	OTOE	Active	Eligible	Success	76.78		4/12/2013 16:02	2/9/2022 8:56	Printed	4		NEBRASK/	MORRILL	Active	Eligible	Success	279.79	Success	4/12/2013 16:02	3/16/2022 15:08	Printed	5		NEBRASK/	MORRILL	Active	Eligible	Success	466.06	Success	4/12/2013 16:02	3/21/2022 13:46	Draft	6		NEBRASK/	MORRILL	Active	Eligible		1,397.68	Success	4/12/2013 16:02	10/22/2021 12:56	Printed	7		NEBRASK/	MORRILL	Active	Eligible	Success	1,704.54	Success	4/12/2013 16:02	3/21/2022 10:32	Printed	8		NEBRASK/	NANCE	Active	Eligible	Success	152.88	Success	4/12/2013 16:02	3/7/2022 8:20	Draft	9		NEBRASK/	PIERCE	Active	Eligible	Success	153.3	Success	4/12/2013 16:02	3/28/2022 6:51	Draft	10		NEBRASK/	KIMBALL	Active	Eligible	Success	1,020.70		4/12/2013 16:02	2/22/2022 10:31	Printed
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## 169 Automated CCC-517 Base Redistribution Wizard

### A Overview

The automated CCC-517 base redistribution tool allows creation, tracking, and approval of CCC-517. The tool allows for the designation of base acres to be redistributed to available tracts and reason codes for the redistribution. Tract and farm over-based, fully-based, and under-based statuses are interactively updated as base acre redistributions are entered in the tool.

There are 2 options within the automated CCC-517 Tool available:

- single farm option
- multiple farm option.

Very few differences exist between the single farm and the multiple farm versions of the CCC-517 Tool. The redistribution process works the same in both versions. The differences in the multiple farm version are:

- access the multiple farm version from the farm search results list
- distribution of bases between farms is only allowed when selected farms are resulting farms from the same farm level reconstitution
- the multiple farm version contains tracts from multiple farms
- there is 1 reason code in the multiple farm version and it is not editable.

**Note:** If the farm has more base acres than effective DCP cropland plus double cropped acres, the farm is “over-based”, and the CCC-517 Tool is available. Producers may request to redistribute base between tracts on the farm through the CCC-517 wizard before reducing base to balance each tract and the farm.

**Example:** A farm has 2 tracts with corn and wheat base. One of the tracts is enrolling land in CRP which will result in the tract and farm being over-based. Producer requests to reduce all of the wheat base. The producer may redistribute the wheat base to the tract with CRP and the corn base to the tract without CRP so the wheat base can be reduced because of CRP enrollment. This ensures that the producer is allowed to reduce the base crop of their choice and that the reduced base is on the tract with the CRP enrollment.

169 Automated CCC-517 Base Redistribution Wizard (Continued)

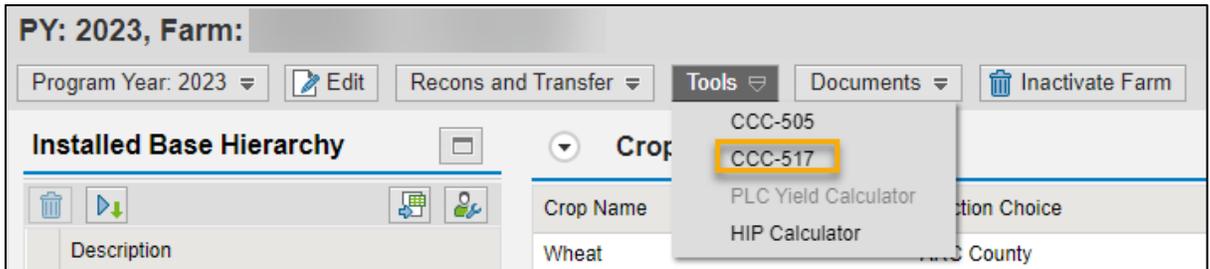
A Overview (Continued)

Functionality does not allow a CCC-517 to be initiated with an unapproved or draft CCC-505 on the same farm. CCC-505 must be approved or disapproved before initiating CCC-517. Selecting the CCC-517 Tool while an unapproved or draft CCC-505 exists will result in a red, hard-stop error message. If the farm has an existing unapproved/draft CCC-505 that the user wants to replace with CCC-517, the unapproved or draft CCC-505 should be canceled and deleted by clicking the CCC-505 option on the “Tools” menu.

Out-of-balance tracts with Unassigned Base should be balanced by adjusting the Unassigned Base acres first before adjusting other base acres associated with the tract.

B Examples

The following screen displays the location of the CCC-517 Tool accessed from the “Tools” drop-down menu on the CRM toolbar.



169 Automated CCC-517 Base Redistribution Wizard (Continued)

B Examples (Continued)

The following screen displays accessing the CCC-517 Tool from the farm search results when only 1 farm is searched.

**Search: Farms** Back ▾

\* Specifying values for multiple fields will narrow the search results, while specifying different values for the same field in multiple line entries will broaden the search results.

Search For: Search by Farm/Bin # ▾

Farm/Bin Number	▾	equals	▾	2	⊕ ⊖
Administrative State	▾	is	▾	Any	⊕ ⊖
Administrative County	▾	is	▾	County A	⊕ ⊖
Farm/Bin	▾	is	▾		⊕ ⊖
IBase ID	▾	is	▾		⊕ ⊖
Farm Status	▾	is	▾		⊕ ⊖
Divided from farm:	▾	equals	▾		⊕ ⊖
Combined in farm:	▾	equals	▾		⊕ ⊖

Maximum Number of Results: 100

**Search** **Clear** **Reset** Save Search As:   Include View **Save**

**Result List: 1 Installed Base Found**

 <b>New</b>	Farm Combination	<b>CCC-517</b>					
Farm Num...	IBas...	Farm Descri...	Farm/Bin	Admin State	Admin C...	Farm Status	Operator ...
2	99999999	Not Applicable	Farm	Any	County A	Active	Operator A

169 Automated CCC-517 Base Redistribution Wizard (Continued)

B Examples (Continued)

The following screen will be displayed when accessing the CCC-517 Tool from the farm search results when more than 1 farm is searched.

**Search Criteria** [Hide Search Fields](#)

\* Specifying values for multiple fields will narrow the search results, while specifying different values for the same field in multiple line entries will broaden the search results.

Search For: Search by Farm/Bin #

Farm/Bin Number	equals	2	<input type="checkbox"/>	<input type="checkbox"/>
Farm/Bin Number	equals	3	<input type="checkbox"/>	<input type="checkbox"/>
Administrative State	is	Any	<input type="checkbox"/>	<input type="checkbox"/>
Administrative County	is	County A	<input type="checkbox"/>	<input type="checkbox"/>
Farm/Bin	is		<input type="checkbox"/>	<input type="checkbox"/>
IBase ID	is		<input type="checkbox"/>	<input type="checkbox"/>
Farm Status	is		<input type="checkbox"/>	<input type="checkbox"/>
Divided from farm:	equals		<input type="checkbox"/>	<input type="checkbox"/>
Combined in farm:	equals		<input type="checkbox"/>	<input type="checkbox"/>

Maximum Number of Results:

Save Search As: 
 Include View

**Result List: 2 Installed Bases Found**

<input type="button" value="New"/> <input type="button" value="Farm Combination"/> <input type="button" value="CCC-517"/>								
<input type="checkbox"/>	Farm Num...	IBas...	Farm Descri...	Farm/Bin	Admin State	Admin C...	Farm Status	Operator ...
<input type="checkbox"/>	2	99999999	Not Applicable	Farm	Any	County A	Active	Producer A
<input type="checkbox"/>	3	00000000	Not Applicable	Farm	Any	County A	Active	Producer B

**Note:** The multiple farm version is only authorized for use on resulting farms of a farm division performed using the default method. An error message is displayed if the farms selected do not have the same “divided from” farm attribute.

169 Automated CCC-517 Base Redistribution Wizard (Continued)

B Examples (Continued)

Following is an example of the automated CCC-517.

**New CCC-517 Form for Farm:**

**Active Base Acre Changes Summary**  
 No result found

**Active Double Crop Acre Changes Summary**  
 No result found

**Farm Level Summary**

Farm Number	Total Base Acres	Total Double Crop Acres	Eff. DCP Cropland Acres	(Eff. DCP Cropland + Double Crop Acres)
	16.20	0.00	16.62	0.42

**Farm Level Crop Detail**

Farm N...	Crop	Base Acres	Yield
	Generic	16.20	808.0000

**Tract Level Summary**

Confirm Changes

Farm/Tr...	Original T...	Base Acr...	Revised...	Original ...	Double ...	Revised...	Double ...	Target F...	Eff. DC...	(Eff. DC...	Re...	Sta...
	0.00	0.00	0.00	0.00	0.00	0.00	0.00		1.30	1.30	<input type="checkbox"/>	UB
	16.20	0.00	16.20	0.00	0.00	0.00	0.00		15.32	0.88-	<input type="checkbox"/>	OB

**Tract Level Crop Detail**

Confirm Changes

Reason Code: CCC-517

Farm/Tr...	Crop	Original Base ...	Revised Base ...	Base acres to ...	Target Farm/T...	Original Yield	Revised Yield	Re...	Sta...
	Generic	0.00	0.00	0.00		0.0000	0.0000	<input type="checkbox"/>	UB
	Generic	16.20	16.20	0.00		808.0000	808.0000	<input type="checkbox"/>	OB

**Legend:**  
 Base Status: OB - Over-based UB - Under-based FB - Fully-based

The toolbar at the top of the page allows the user to calculate default redistributions, save as draft, complete and print, cancel and save as draft, cancel, cancel and delete, and reprint CCC-517.

Data for the farm being edited is displayed in the following 4 sections within the tool:

- farm level summary
- farm level crop detail
- tract level summary
- tract level crop detail.

The tract level summary and tract level detail section are coded according to their status as over-based (red), fully-based (green), and under-based (yellow).

A negative value in the (Effective DCP Cropland + Double Crop Acres) - Total Base Acres column at the tract level indicates the tract is over-based.

169 Automated CCC-517 Base Redistribution Wizard (Continued)

C Action

Following is an explanation of the automated CCC-517.

Draft CCC-517 Form for Farm: 999999, 99-999-99999

Calculate Default Redistributions | Save as Draft | Complete and Print | Cancel and Save as Draft | Cancel and Delete | Reprint | Back **1**

**Active Base Acre Changes Summary**

Actions	Crop	Source Farm/Tract	Target Farm/Tract	Acres	Yield Extension Units (Bushels/Pounds)
	Soybeans	3694-4343	3694-4338		0.67

23.4500

**Active Double Crop Acre Changes Summary**

No result found

**Farm Level Summary**

Farm Number	Total Base Acres	Total Double Crop Acres	Eff. DCP Cropland Acres	(Eff. DCP Cropland + Double Crop) - Total Base Acres
3694		289.90	0.00	291.55

1.65

**Farm Level Crop Detail**

Farm Number	Crop	Base Acres	Yield
3694	Corn		152.00
3694	Genetic		41.85
3694	Soybeans		96.05

111.6041  
1,450.0000  
36.0422

**Tract Level Summary**

Confirm Changes

Farm/Tract	Original Total Base A...	Base Acres Increase/...	Revised Total Bas...	Original Double Cr...	Double Crop Acre...	Revised Double Cr...	Double Crop Acre...	Target Farm/Tract	Eff. DCP Cropland	(Eff. DCP Croplan...	Recipient...	Status
3694-4338	132.15	0.67	132.82	0.00	0.00	0.00	0.00		136.16	3.34		UB
3694-4342	56.82	0.00	56.82	0.00	0.00	0.00	0.00		55.13	-1.69		OB
3694-4343	100.93	0.67	100.26	0.00	0.00	0.00	0.00		100.26	0.00		FB

**Tract Level Crop Detail**

Confirm Changes

Reason Code: CCC-517

Farm/Tract	Crop	Original Base Acres	Revised Base Acres	Base acres to be redistributed	Target Farm/Tract	Original Yield	Revised Yield	Recipient...	Status
3694-4338	Corn	70.65	70.65	0.00		110.8301	110.8301		UB
3694-4338	Genetic	19.47	19.47	0.00		1,450.0000	1,450.0000		UB
3694-4338	Soybeans	42.03	42.70	0.00		35.0000	35.0000		UB
3694-4342	Corn	28.86	28.86	0.00		115.0000	115.0000		OB
3694-4342	Genetic	7.94	7.94	0.00		1,450.0000	1,450.0000		OB
3694-4342	Soybeans	20.02	20.02	0.00		40.0000	40.0000		OB
3694-4343	Corn	52.49	52.49	0.00		110.7787	110.7787		FB
3694-4343	Genetic	14.44	14.44	0.00		1,450.0000	1,450.0000		FB
3694-4343	Soybeans	34.00	33.33	0.00		35.0000	35.0000		FB

169 Automated CCC-517 Base Redistribution Wizard (Continued)

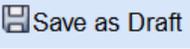
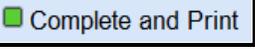
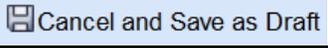
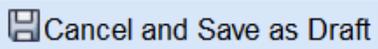
C Action (Continued)

A base redistribution is completed in the CCC-517 wizard according to the following.

Function Reference	Item	Explanation
1	Toolbar	<div data-bbox="646 436 1062 478" style="border: 1px solid black; padding: 2px;">  Calculate Default Redistributions                     </div> <p>The user may select this button when choosing to redistribute base acres using the default method. The default method reduces excess base acres from over-based tracts proportionately from each existing crop on the over-based tract and redistributes those base acres to all under-based tracts on the farm in proportion to the amount of free acres available on each target tract.</p> <p><b>Note:</b> If the out-of-balance tract contains Unassigned Base, the system will redistribute these acres first before proportionality redistribute other base acres.</p> <p>If the user has manually entered 1 or more redistributions, confirms the changes and then clicks the “Calculate Default Redistributions” button, the question below will pop up.</p> <div data-bbox="643 1037 1263 1159" style="border: 1px solid gray; padding: 5px; width: fit-content; margin: 10px auto;"> <p style="font-size: small; margin: 0;">Override Existing Redistributions? -- Webpage Dialog</p> <p style="text-align: center; margin: 5px 0;">Existing changes made within this form will be overwritten with default redistributions. Do you want to proceed?</p> <p style="text-align: center; margin: 0;"> <input type="radio"/> Yes <input type="radio"/> No                     </p> </div> <p>Selecting “Yes” will clear the prior entries and replace them with the default values. Selecting “No” will return the user to CCC-517 with the original manually entered values and will not calculate default values.</p> <p>When the default redistributions do not fully resolve the out-of-balance condition because of rounding, users must manually correct the issue by assigning an additional .01 acre to the tract and crop combination with the largest value for redistributed acres. To do this, use the trash can at the left end of the row to delete that entry from the “Active Base Acres Changes Summary” section and manually enter the same tract and crop combination with an additional .01 acres in the “Tract Level Crop Detail” section.</p>

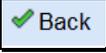
169 Automated CCC-517 Base Redistribution Wizard (Continued)

C Action (Continued)

Function Reference	Item	Explanation
<p>1 (Cont.)</p>	<p>Toolbar (Cont.)</p>	<p><b>Example:</b> Target Tract/Crop combination 999-9999/corn has the largest value for redistributed acres field. The existing value for corn on Target Tract/Crop combination 999-9999/corn is 5.0. Users must delete this value using the trash can in the “Active Base Acre Changes Summary”. Then at the “Tract Level Crop Detail” section enter a new value of 5.01 (5.0 + .01) for corn for Target Tract/Crop 999-9999/corn.</p> <p><b>Note:</b> Default calculation of redistribution is not applicable to the multiple farm version of the automated CCC-517.</p>
		<p> Save as Draft The user may save a draft of a CCC-517 at any time. Saving a draft maintains the existing data in the CCC-517 Tool without generating the printed form or a workflow to the workflow recipient. The next time the user accesses the record, additional edits may be made, the form may be completed and printed, or the form may be canceled and deleted.</p>
		<p> Complete and Print The user may complete and print CCC-517 at any time after at least 1 base redistribution entry and associated reason code is entered. CCC-517 is auto-populated with base redistribution information and affected owners that are required to sign the form. Saving and printing the form generates a workflow to the workflow recipient.</p>
		<p> Cancel and Save as Draft The user may only “cancel and save as draft” existing CCC-517’s that have previously been completed and printed. When an existing CCC-517 is canceled and saved as draft, the workflow to the workflow recipient is deleted and the data in the tool remains the same as if the CCC-517 had originally been saved as a draft.</p>
		<p> Cancel and Save as Draft The user may only “cancel and save as draft” existing CCC-517’s that have previously been completed and printed. When an existing CCC-517 is canceled and saved as draft, the workflow to the workflow recipient is deleted and the data in the tool remains the same as if the CCC-517 had originally been saved as a draft.</p>

169 Automated CCC-517 Base Redistribution Wizard (Continued)

C Action (Continued)

Function Reference	Item	Explanation
1 (Cont.)	Toolbar (Cont.)	 When an existing CCC-517 has been completed and printed, it may be reprinted at any time the unexecuted CCC-517 workflow remains outstanding.
		 The user may return to the farm record at any time by clicking “Back”. If entries have been made in the tool a message will ask the user if they want to save their edits. Answering “Yes” saves a draft of CCC-517. Answering “No” returns the user to the farm record without saving any existing entries.
2	(Effective DCP Cropland + Double Crop Acres) – Total Base Acres	<p>A negative value in this data field at the tract level indicates the tract is over-based.</p> <p>A zero value indicates the tract is fully based.</p> <p>A positive value indicates the tract is under-based, meaning it has free acres available to support additional base acres.</p>
3	Color-coded tract level data	Over-based tracts are color coded red in both the “Tract Level Summary” and Tract Level Detail” sections of the tool. Fully-based tracts are color coded green. Under-based tracts are color coded yellow.
4	Over-based tract indicator	Over-based tracts are shown in the “Tract Level Summary” section both as color coded red and with a negative entry in the “(Effective DCP Cropland + Double Crop Acres) – Total Base Acres” column to alert the user to the over-based condition.
5	Base Acres to be Redistributed	<p>The “Base Acres to be Redistributed” column in the “Tract Level Crop Detail” section is editable to allow the user to select applicable tracts and crops that will have base acres redistributed and to enter the amount of the redistribution. The user selects the source tract and crop in “Tract Level Details” section.</p> <p>Base acres may be redistributed from any tract regardless of its status as over-based, fully-based, or under-based.</p>

## 169 Automated CCC-517 Base Redistribution Wizard (Continued)

## C Action (Continued)

Function Reference	Item	Explanation
6	Reason Code	<p>The tool requires the user to designate a reason code to be applied for the redistributions in the “Tract Level Detail” sections.</p> <p>In the single farm version of the CCC-517 Tool, available reason codes are “CCC-517” and “COC Redistribution”. The reason code defaults to “CCC-517” except in cases where the “Default Redistribution” button is used. If “Default Redistribution” is used the default reason code is “COC Redistribution”. The reason code can be updated by a user. A single reason code applies to the entire form.</p> <p>In the multiple farm version of the CCC-517 Tool, the reason code is not displayed in the tool but prints on the form and is always “CCC-517”.</p>
7	Target Farm/Tract	<p>Users select the target farm/tract to receive the base acres being redistributed for a specific crop by selecting the applicable “Target Farm/Tract” from the drop-down menu. If the same crop is redistributed to multiple tracts, after entering the base acres to be redistributed and selecting the first target tract, CLICK “<b>Confirm Changes</b>”. The specific source tract and crop becomes available for another entry and the previously entered changes are added to the “Active Base Acre Changes Summary” section.</p>
8	Confirm Changes	<p>As soon as an entry is made in the “target farm/tract data” field and the user clicks “Confirm Changes” the status of the tracts being edited as over-based, fully-based, or under-based is interactively updated and the amount in the “(Effective DCP Cropland + Double Crop Acres) – Total Base Acres” column is automatically updated in the tract level summary section and in the farm level summary section.</p>

**169 Automated CCC-517 Base Redistribution Wizard (Continued)****D CCC-517 Printing Functionality**

After selecting “complete and print”, a paper CCC-517 is generated for signature for each owner on any tract affected by the redistribution. Owners of tracts not affected by the redistribution are not required to sign CCC-517. A workflow is generated and sent to the workflow recipient.

Reminder messages are sent to CED and DD of any printed (not draft) CCC-517’s that remain unexecuted on September 1 and again on September 15 to limit the number of unwanted automatic cancellations because of the fiscal year rollover.

Outstanding automated CCC-517’s that are not executed are deleted at rollover.

Users may save a draft CCC-517 at any time. Edits to the farm while a printed, but unexecuted CCC-517 is outstanding, will cancel the workflow. However, the user may save a draft when the edits are initiated and reinstate the workflow using the “complete and print” option after completing the farm edits. Printed and saved automated CCC-517’s may be canceled and saved as draft or cancelled and deleted at any time.

**E Automated CCC-517 Workflow and Approval**

When “Complete and Print” is selected, a workflow is generated and sent to the approving official. Reminder messages are sent to the approving official for forms outstanding for more than 30 calendar days and at designated intervals shortly before FY rollover. Pre-rollover notifications are sent on September 15 and September 25. Unapproved outstanding CCC-517’s are deleted at rollover.

When the workflow recipient executes the automated CCC-517 workflow, changes to the base acres and associated reason codes for the changes are automatically updated in the farm record.

170 Printed or Draft CCC-517 Report

**A Overview**

State Farm Records and GIS specialists are provided a monthly report of farms with a Printed or Draft CCC-517 status as outlined in paragraph 168. While the National Office provides this report, States and counties can generate the report using the CRM Search criteria.

Farms with a Printed CCC-517 status have been submitted in the workflow process but have not been approved. Farms with a Draft CCC-505 status have been initiated but have not been submitted for approval. CCC-517 base redistributions must be completed and approved timely to correct out-of-balance tracts and ensure the correct number of base acres are associated with the tract and farm to be enrolled in ARCPLC programs.

**B Action**

The following are instructions for generating the report identifying farms with a printed or draft CCC-517.

Step	Action																												
<b>Search Criteria</b>																													
1	Within CRM@FSA, navigate to the “Search: Farm” page.																												
2	<p>Complete the following to identify farms with a printed or draft CCC-517 at the State or county level:</p> <ul style="list-style-type: none"> <li>• select the applicable “Admin State”</li> <li>• to refine the search for a specific county or counties, select the applicable “Admin County”.</li> </ul> <div data-bbox="418 1243 1404 1606" style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p><b>Search Criteria</b></p> <p><small>* Specifying values for multiple fields will narrow the search results, while specifying different values for the same the search results.</small></p> <p>Search For: Search by Farm <span style="float: right;">▼</span></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Farm Number</td> <td style="width: 10%;">▼</td> <td style="width: 10%;">equals</td> <td style="width: 10%;">▼</td> <td style="width: 40%;"></td> <td style="width: 10%; text-align: center;">+</td> <td style="width: 10%; text-align: center;">-</td> </tr> <tr style="border: 2px solid orange;"> <td>Admin State</td> <td>▼</td> <td>is</td> <td>▼</td> <td>NEBRASKA</td> <td style="text-align: center;">+</td> <td style="text-align: center;">-</td> </tr> <tr style="border: 2px solid orange;"> <td>Admin County</td> <td>▼</td> <td>is</td> <td>▼</td> <td>SHERMAN</td> <td style="text-align: center;">+</td> <td style="text-align: center;">-</td> </tr> <tr> <td>IBase ID</td> <td>▼</td> <td>is</td> <td>▼</td> <td></td> <td style="text-align: center;">+</td> <td style="text-align: center;">-</td> </tr> </table> </div>	Farm Number	▼	equals	▼		+	-	Admin State	▼	is	▼	NEBRASKA	+	-	Admin County	▼	is	▼	SHERMAN	+	-	IBase ID	▼	is	▼		+	-
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170 Printed or Draft CCC-517 Report (Continued)

B Action (Continued)

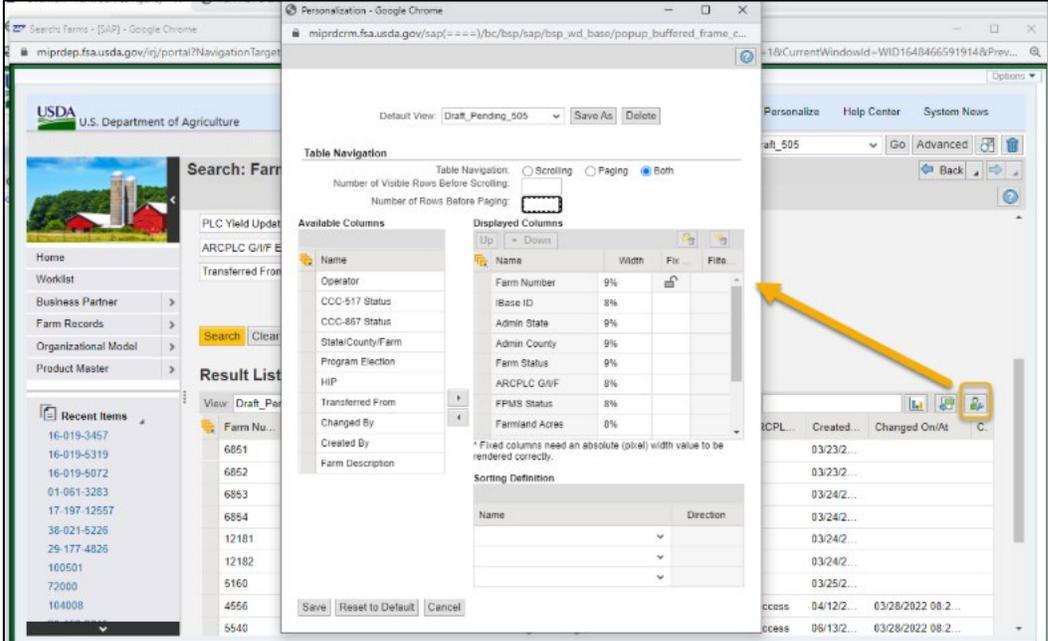
Step	Action																								
<b>Search Criteria (Continued)</b>																									
2 (Cont.)	<p><b>Note:</b> Add additional Admin County entries to the search by clicking “+” next to the Admin County entry line to copy the search criteria line and select an additional county. See 10-CM, paragraph 188 for an alternative method when searching by multiple counties.</p> <div data-bbox="418 548 1430 1014" style="border: 1px solid black; padding: 10px;"> <p><b>Search Criteria</b></p> <p>* Specifying values for multiple fields will narrow the search results, while specifying different values for the broaden the search results.</p> <p>Search For: Search by Farm</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Farm Number</td> <td style="width: 15%;">equals</td> <td style="width: 35%;"></td> <td style="width: 20%; text-align: center;">+ -</td> </tr> <tr> <td>Admin State</td> <td>is</td> <td>NEBRASKA</td> <td style="text-align: center;">+ -</td> </tr> <tr> <td>Admin County</td> <td>is</td> <td>SHERMAN</td> <td style="text-align: center;">+ -</td> </tr> <tr> <td>Admin County</td> <td>is</td> <td>BUFFALO</td> <td style="text-align: center;">+ -</td> </tr> <tr> <td>IBase ID</td> <td>is</td> <td></td> <td style="text-align: center;">+ -</td> </tr> <tr> <td>Farm Status</td> <td>is</td> <td></td> <td style="text-align: center;">+ -</td> </tr> </table> </div> <p>Repeat steps as needed to add additional counties.</p>	Farm Number	equals		+ -	Admin State	is	NEBRASKA	+ -	Admin County	is	SHERMAN	+ -	Admin County	is	BUFFALO	+ -	IBase ID	is		+ -	Farm Status	is		+ -
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170 Printed or Draft CCC-517 Report (Continued)

B Action (Continued)

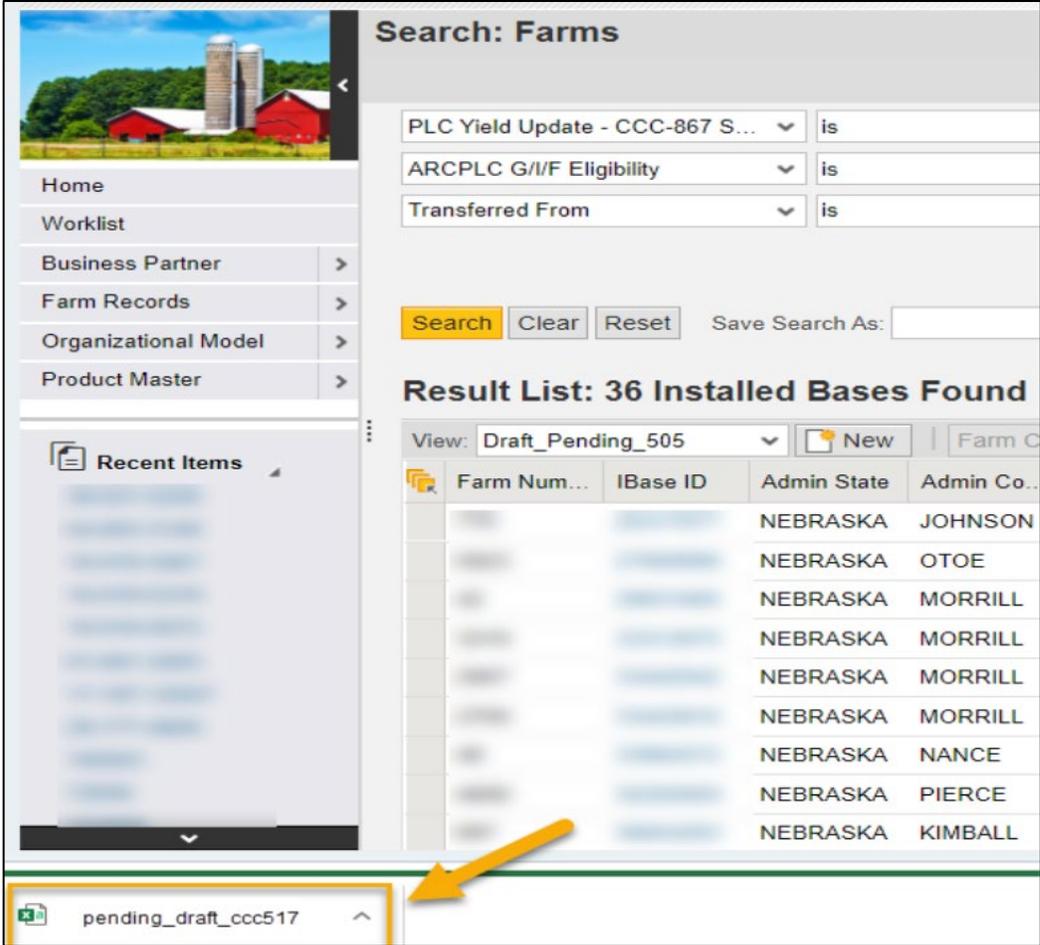
Step	Action																																																																														
<b>Search Criteria (Continued)</b>																																																																															
3	<p>Complete the following to search for farms in either a Printed or Draft Status.</p> <ul style="list-style-type: none"> <li>• SELECT <b>“Draft”</b> from the Base Reduction CCC-517 Status entry line</li> <li>• CLICK <b>“+”</b> next to the Base Reduction CCC-517 Status entry line to copy a second search criteria line</li> <li>• SELECT <b>“Printed”</b> from the second Base Reduction CCC-517 Status entry line</li> </ul> <div data-bbox="418 735 1461 1417" style="border: 1px solid black; padding: 10px;"> <p><b>Search Criteria</b></p> <p>* Specifying values for multiple fields will narrow the search results, while specifying different values for the same</p> <p>Search For: Search by Farm</p> <table border="1"> <tr> <td>Farm Number</td> <td>▼</td> <td>equals</td> <td>▼</td> <td></td> <td>+ -</td> </tr> <tr> <td>Admin State</td> <td>▼</td> <td>is</td> <td>▼</td> <td>&lt;---ALL STATES---</td> <td>+ -</td> </tr> <tr> <td>Admin County</td> <td>▼</td> <td>is</td> <td>▼</td> <td>&lt;--ALL COUNTIES--&gt;</td> <td>+ -</td> </tr> <tr> <td>IBase ID</td> <td>▼</td> <td>is</td> <td>▼</td> <td></td> <td>+ -</td> </tr> <tr> <td>Farm Status</td> <td>▼</td> <td>is</td> <td>▼</td> <td></td> <td>+ -</td> </tr> <tr> <td>FPMS Replication Status</td> <td>▼</td> <td>is</td> <td>▼</td> <td></td> <td>+ -</td> </tr> <tr> <td>ARCPLC Replication Status</td> <td>▼</td> <td>is</td> <td>▼</td> <td></td> <td>+ -</td> </tr> <tr> <td>Base Reduction CCC-505 Status</td> <td>▼</td> <td>is</td> <td>▼</td> <td></td> <td>+ -</td> </tr> <tr> <td>Base Redistribution CCC-517 S...</td> <td>▼</td> <td>is</td> <td>▼</td> <td>Draft <b>a</b></td> <td>+ <b>b</b></td> </tr> <tr> <td>Base Redistribution CCC-517 S...</td> <td>▼</td> <td>is</td> <td>▼</td> <td>Printed <b>c</b></td> <td>+ -</td> </tr> <tr> <td>PLC Yield Update - CCC-867 S...</td> <td>▼</td> <td>is</td> <td>▼</td> <td></td> <td>+ -</td> </tr> <tr> <td>ARCPLC G//F Eligibility</td> <td>▼</td> <td>is</td> <td>▼</td> <td></td> <td>+ -</td> </tr> <tr> <td>Transferred From</td> <td>▼</td> <td>is</td> <td>▼</td> <td></td> <td>+ -</td> </tr> </table> </div>	Farm Number	▼	equals	▼		+ -	Admin State	▼	is	▼	<---ALL STATES---	+ -	Admin County	▼	is	▼	<--ALL COUNTIES-->	+ -	IBase ID	▼	is	▼		+ -	Farm Status	▼	is	▼		+ -	FPMS Replication Status	▼	is	▼		+ -	ARCPLC Replication Status	▼	is	▼		+ -	Base Reduction CCC-505 Status	▼	is	▼		+ -	Base Redistribution CCC-517 S...	▼	is	▼	Draft <b>a</b>	+ <b>b</b>	Base Redistribution CCC-517 S...	▼	is	▼	Printed <b>c</b>	+ -	PLC Yield Update - CCC-867 S...	▼	is	▼		+ -	ARCPLC G//F Eligibility	▼	is	▼		+ -	Transferred From	▼	is	▼		+ -
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B Action (Continued)

Step	Action
<b>Search Criteria (Continued)</b>	
4	<p>CLICK “Search” or PRESS “Enter” to generate the report results.</p> <p><b>Note:</b> Personalization can be modified to change the generated Results List attributes. Click the Personalize icon within the Results List to add, remove, or modify attributes as desired. Search criteria and personalized views can be saved as needed to generate the report in the future. See 11-CM for details.</p> 

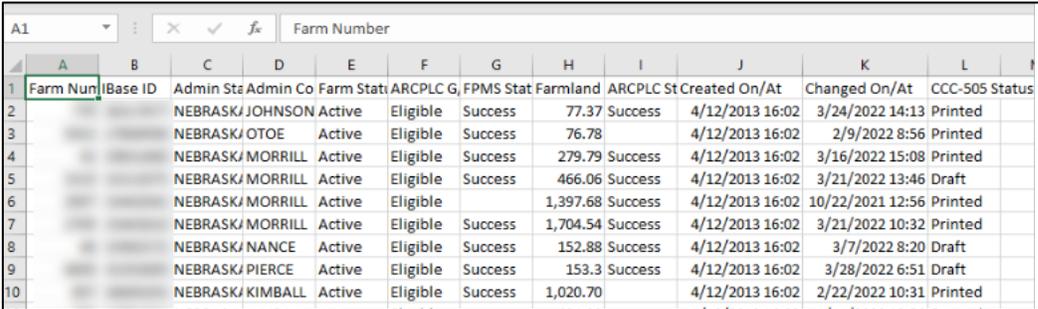
170 Printed or Draft CCC-517 Report (Continued)

B Action (Continued)

Step	Action
<b>Export Results List</b>	
5	CLICK <b>“Export to Spreadsheet”</b>  or PRESS <b>“Ctrl+Shift+E”</b>
6	Complete the steps as prompted to name and save the exported file to a known location. Steps may vary based on internet browser used to access CRM.  <b>Note:</b> Exported file will save as a “.CSV” format.
7	If the spreadsheet does not immediately open in Excel, click on the file download prompt, or open the file from the saved location.  

170 Printed or Draft CCC-517 Report (Continued)

B Action (Continued)

Step	Action																																																																																																																								
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7 (Cont.)	<p>Once opened, the report can be formatted, sorted, or filtered as needed using Excel functions.</p>																																																																																																																								
 <table border="1"> <thead> <tr> <th>Farm Number</th> <th>Base ID</th> <th>Admin Sta</th> <th>Admin Co</th> <th>Farm Stat</th> <th>ARCPLC G</th> <th>FPMS Stat</th> <th>Farmland</th> <th>ARCPLC St</th> <th>Created On/At</th> <th>Changed On/At</th> <th>CCC-505 Status</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td>NEBRASK/</td> <td>JOHNSON</td> <td>Active</td> <td>Eligible</td> <td>Success</td> <td>77.37</td> <td>Success</td> <td>4/12/2013 16:02</td> <td>3/24/2022 14:13</td> <td>Printed</td> </tr> <tr> <td></td> <td></td> <td>NEBRASK/</td> <td>OTOE</td> <td>Active</td> <td>Eligible</td> <td>Success</td> <td>76.78</td> <td></td> <td>4/12/2013 16:02</td> <td>2/9/2022 8:56</td> <td>Printed</td> </tr> <tr> <td></td> <td></td> <td>NEBRASK/</td> <td>MORRILL</td> <td>Active</td> <td>Eligible</td> <td>Success</td> <td>279.79</td> <td>Success</td> <td>4/12/2013 16:02</td> <td>3/16/2022 15:08</td> <td>Printed</td> </tr> <tr> <td></td> <td></td> <td>NEBRASK/</td> <td>MORRILL</td> <td>Active</td> <td>Eligible</td> <td>Success</td> <td>466.06</td> <td>Success</td> <td>4/12/2013 16:02</td> <td>3/21/2022 13:46</td> <td>Draft</td> </tr> <tr> <td></td> <td></td> <td>NEBRASK/</td> <td>MORRILL</td> <td>Active</td> <td>Eligible</td> <td></td> <td>1,397.68</td> <td>Success</td> <td>4/12/2013 16:02</td> <td>10/22/2021 12:56</td> <td>Printed</td> </tr> <tr> <td></td> <td></td> <td>NEBRASK/</td> <td>MORRILL</td> <td>Active</td> <td>Eligible</td> <td>Success</td> <td>1,704.54</td> <td>Success</td> <td>4/12/2013 16:02</td> <td>3/21/2022 10:32</td> <td>Printed</td> </tr> <tr> <td></td> <td></td> <td>NEBRASK/</td> <td>NANCE</td> <td>Active</td> <td>Eligible</td> <td>Success</td> <td>152.88</td> <td>Success</td> <td>4/12/2013 16:02</td> <td>3/7/2022 8:20</td> <td>Draft</td> </tr> <tr> <td></td> <td></td> <td>NEBRASK/</td> <td>PIERCE</td> <td>Active</td> <td>Eligible</td> <td>Success</td> <td>153.3</td> <td>Success</td> <td>4/12/2013 16:02</td> <td>3/28/2022 6:51</td> <td>Draft</td> </tr> <tr> <td></td> <td></td> <td>NEBRASK/</td> <td>KIMBALL</td> <td>Active</td> <td>Eligible</td> <td>Success</td> <td>1,020.70</td> <td></td> <td>4/12/2013 16:02</td> <td>2/22/2022 10:31</td> <td>Printed</td> </tr> </tbody> </table>		Farm Number	Base ID	Admin Sta	Admin Co	Farm Stat	ARCPLC G	FPMS Stat	Farmland	ARCPLC St	Created On/At	Changed On/At	CCC-505 Status			NEBRASK/	JOHNSON	Active	Eligible	Success	77.37	Success	4/12/2013 16:02	3/24/2022 14:13	Printed			NEBRASK/	OTOE	Active	Eligible	Success	76.78		4/12/2013 16:02	2/9/2022 8:56	Printed			NEBRASK/	MORRILL	Active	Eligible	Success	279.79	Success	4/12/2013 16:02	3/16/2022 15:08	Printed			NEBRASK/	MORRILL	Active	Eligible	Success	466.06	Success	4/12/2013 16:02	3/21/2022 13:46	Draft			NEBRASK/	MORRILL	Active	Eligible		1,397.68	Success	4/12/2013 16:02	10/22/2021 12:56	Printed			NEBRASK/	MORRILL	Active	Eligible	Success	1,704.54	Success	4/12/2013 16:02	3/21/2022 10:32	Printed			NEBRASK/	NANCE	Active	Eligible	Success	152.88	Success	4/12/2013 16:02	3/7/2022 8:20	Draft			NEBRASK/	PIERCE	Active	Eligible	Success	153.3	Success	4/12/2013 16:02	3/28/2022 6:51	Draft			NEBRASK/	KIMBALL	Active	Eligible	Success	1,020.70		4/12/2013 16:02	2/22/2022 10:31	Printed
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<p>To save the file as an Excel spreadsheet, CLICK “File” and “Save As”. Change the Save as Type to “Excel Workbook (*.xlsx)”. This will save any customizations completed in the exported spreadsheet.</p>																																																																																																																									

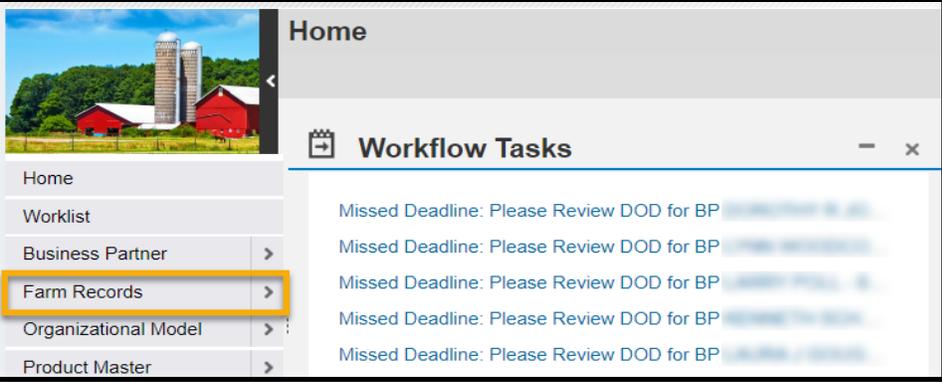
171 Base and Yield Adjustment History Report

A Overview

A report is available showing the current and previous values for base acres and yields on farms where those values have been adjusted.

B Accessing the Report

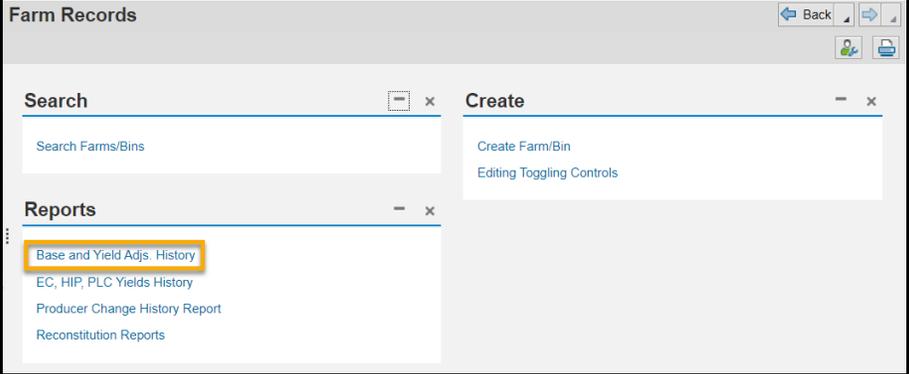
Following provides instructions for generating the Base and Yield Adjustment History Report.

Step	Action
1	<p>Use 1 of the following options to access the Base and Yield Adjs. History report:</p> <p><b>Option 1</b></p> <p>From the CRM@FSA home page CLICK “<b>Farm Records</b>” on the left navigation bar.</p>  <p><b>Notes:</b> Do not click the fly-out arrow.</p> <p>Clicking on the fly-out arrow will result in the search options. The users will not be able to access the farm records reports from the search criteria screen.</p>

171 Base and Yield Adjustment History Report (Continued)

B Accessing the Report (Continued)

Following provides instructions for generating the Base and Yield Adjustment History Report.

Step	Action
1 (Cont.)	<p><b>Option 2</b></p> <p>On the Farm Records home page CLICK “<b>Base and Yield Adjs. History</b>” in the “<b>Reports</b>” assignment block.</p>  <p>The screenshot shows the 'Farm Records' application interface. At the top right, there are navigation icons for 'Back' and a user profile icon. Below this, there are three main sections: 'Search' (with a sub-section 'Search Farms/Bins'), 'Create' (with sub-sections 'Create Farm/Bin' and 'Editing Toggling Controls'), and 'Reports'. The 'Reports' section is expanded, showing a list of report options: 'Base and Yield Adjs. History' (highlighted with a yellow box), 'EC, HIP, PLC Yields History', 'Producer Change History Report', and 'Reconstitution Reports'.</p>

171 Base and Yield Adjustment History Report (Continued)

C Entering Selection Criteria

By default, the report is set to display adjustments to bases and yields for the current fiscal year for all States and all counties during the previous 90 calendar days. It is critical that users enter selection criteria to limit the results to the desired State, county, and date range to ensure that the results are practical to work with.

The report is customized by entering a specific State, county, and date range. Additional customization for a specific farm, tract, or specific program year can also be made. After selection criteria are entered, press **Enter** to generate the report.

Following is an example of the Base and Yield Adjustment History Report customization screen.

The following table provides the search criteria options and the required entries.

Customization Criteria	Results
State	A State must be selected. Selecting a State, without selecting a county, will return results for the selected State.
County	Selecting a State and County will return results for the selected county.
Year	Selecting the Program Year limits the results to the base and yield adjustments for the selected program year.
Farm	Entering a farm number limits the report to base and yield adjustments for the specific farm entered.
Tract	Entering a tract number limits the report to base and yield adjustments for the specific tract entered.

171 Base and Yield Adjustment History Report (Continued)

C Entering Selection Criteria (Continued)

Customization Criteria	Results
Date Range	<p>Enter a start and end date for the desired date range of base and yield adjustments. The default end date value is the current date and the default start date value is 90 calendar days before the current date.</p> <p><b>Note:</b> It is not recommended to select the Program year in combination with a date range if the date range includes multiple program years. Selection of a Program Year will exclude edits to base acres made outside the selected program year.</p>
Include current values (within the given period)	It is recommended that this box is always checked. If not checked the current values for the bases and yields will not be displayed in the report.
Maximum Number of Results	If expected results will exceed 100. The Maximum Number of Results must be increased to ensure all results are returned.

D Example

Report of Base and Yield adjustments at Tract level contains the following data fields:

- State
- County
- Farm
- Tract
- Crop
- Crop Year
- Base Acres
- Base Acres Adjustment Reason
- CTAP Transitional Yield
- CTAP Transitional Yield Adjustment Reason
- PLC Yield
- PLC Yield Adjustment Reason
- Farm Status
- Changed by
- Valid From
- Valid To.

171 Base and Yield Adjustment History Report (Continued)

D Example (Continued)

The following screen is an example of the Base and Yield Adjustment History Report that was run for County A in Any State using Program Year 2022 and date range of 09/26/2021 through 11/01/2021. The report shows adjustments were made to 3 unique farms (indicated by numbers 1, 2, and 3 in the image below).

State	County	Farm	Tract	Crop	Cro...	Bas...	Base Acr...	CTA...	CTAP Tr...	PLC...	PLC Yiel...	Far...	Cha...	Valid Fro...	Valid To ...
		1 6140	3136	Soy...	2022	10.04		0.0000		50.0...		Active	FF_...	09/24/20...	09/29/20...
		6140	3136	Soy...	2022	9.34	CCC-50...	0.0000		50.0...		Active	F00...	09/29/20...	12/31/99...
		7004	10753	Corn	2022	11.01		0.0000		95.0...		Active	FF_...	09/25/20...	10/02/20...
		2 7004	10753	Corn	2022	0.00	CCG-50...	0.0000		0.0000	CCC-50...	Active	F00...	10/02/20...	12/31/99...
		7004	10753	Soy...	2022	4.34		0.0000		23.0...		Active	FF_...	09/25/20...	10/02/20...
		7004	10753	Soy...	2022	0.00	CCC-50...	0.0000		0.0000	CCC-50...	Active	F00...	10/02/20...	12/31/99...
		3 8082	11351	Corn	2022	7.19		0.0000		114...		Active	FF_...	09/24/20...	09/27/20...
		8082	11351	Corn	2022	2.19	CCC-50...	0.0000		114...		Active	F00...	09/27/20...	05/12/20...

E Interpretation of Report Results

The following table provides a description of the report data fields and interpretation of the example Base and Yield Adjustment History Report.

Data Field	Description	Interpretation
State	Administrative State	This report has been customized to show farms administered in the fictitious State “Any”.
County	Administrative County	This report has been customized to show farms administered by the fictitious “County A.”
Farm	Farm Number	Three farms 1288, 1785, and 1837 are displayed in the report and identified by callouts 1, 2, and 3.
Tract	Tract Number	Each of the farms in the report had adjustments to base acres, yields, or both, on a single tract in the report: <ul style="list-style-type: none"> <li>• Farm 1288, Tract 2516</li> <li>• Farm 1785, Tract 245</li> <li>• Farm 1837, Tract 3596.</li> </ul>
Crop	Crop Name	Records for 3 crops, grain sorghum, soybeans, and wheat were adjusted on the farms and tracts displayed in the report.
Crop Year	Program Year	All base and yield records displayed in the report are for program year 2016.

171 Base and Yield Adjustment History Report (Continued)

E Interpretation of Report Results (Continued)

Data Field	Description	Interpretation
Base Acres	Crop Base Acres.	A chronological listing of the base acres for the specific farm, tract, and crop are listed in this column. The oldest value is at the top with the most recent value at the bottom.
Base Acres Adjustment Reason	Descriptive reason code for the adjustment to base acres.	<p>Grain sorghum base acres for Farm 1288, Tract 2516 were reduced “CCC-505 Permanent Reduction”.</p> <p>Soybean base acres for Farm 1785, Tract 245 were increased using reason code “Increase due to CRP expiration or termination”.</p> <p>Wheat and grain sorghum base acres for Farm 1837, Tract 3596 were increased using reason code “Increase due to CRP expiration or termination”.</p>
CTAP Transitional Yield	Yield associated with generic base acres.	No CTAP Transitional Yield exists for any of the farms listed.
CTAP Transitional Yield Adjustment Reason	Descriptive reason code for the adjustment to CTAP Transitional Yield.	No adjustment to CTAP Transitional Yield occurred for any of the farms listed.
PLC Yield	Yield associated with any non-generic base acres.	PLC Yields exist for all crops listed.
PLC Yield Adjustment Reason	Descriptive reason code for the adjustment to PLC Yield.	Initial PLC yield for soybeans on Farm 1785, Tract 245 was zero because no soybean base acres existed on the tract until after base acres were restored because of CRP expiration or termination.
Farm Status	Status of the specific farm at the time the base and yield adjustment report is run.	All farms listed in the report were active at the time the report was run.

171 Base and Yield Adjustment History Report (Continued)

E Interpretation of Report Results (Continued)

Data Field	Description	Interpretation
Changed by	Lists the user ID who made the adjustment.	<p>The initial entry for each farm/tract/crop listed is shown as being adjusted by the specified user. This indicates that the value for the program year listed was established by the rollover process. Subsequent entries for each farm/tract/crop entry show as being adjusted by user F0099999. This entry represents the CRM USER ID of the employee making the adjustment. The user name can be determined by conducting an Employee search in Business Partner.</p> <p><b>Note:</b> User ID F0099999 is a fictitious employee used for demonstration only.</p>
Valid From	Represents the first date that the specified value became effective (date of adjustment).	The first “valid from” value for each farm/tract/crop listed is 09/26/2015, the date that rollover from program year 2015 to 2016 occurred. Subsequent “valid from” entries for the same farm/tract/crop indicate the adjustment date for the revised value(s).
Valid To	Represents the last date that the specified value was effective. Rows with a “Valid To” date of 12/31/9999 indicate the base and yield values displayed are the current values.	<p>Grain sorghum base acres for Farm 1288, Tract 2516 were reduced on 10/07/2015 by .01 acres using reason code “CCC-505 Permanent Reduction”. The old value of 0.60 ceased to be effective on that date. The current value of 0.59 acres is in effect indefinitely.</p> <p>Soybean base acres for Farm 1785, Tract 245 were increased on 10/13/2015 by 3.70 acres using reason code “Increase due to CRP expiration or termination”. The old value of zero ceased to be effective on that date. The new value of 3.70 is in effect indefinitely.</p> <p>Wheat and grain sorghum base acres for Farm 1837, Tract 3596 were increased on 10/13/2015 by 2.30 and 2.60 acres respectively using reason code “Increase due to CRP expiration or termination”. Old values ceased to be effective on that date. Current values became effective on that date and remain in effect indefinitely.</p>

171 Base and Yield Adjustment History Report (Continued)

F Saving the Report

After generating the report, export the results to an Excel spreadsheet. CLICK “Export to Spreadsheet”  on the toolbar at the top of the report results.



After exporting the report to Excel it can be saved and printed. Standard Excel functionality provides the ability to sort and filter the data as needed.

172-187 (Reserved)

**Part 5 Base Allocation Automation****Section 1 2026 Base Allocation Process****188 Acreage History and Base Allocation Overview****A Background**

The base allocation process authorized for 2026 through OBBBA has been established through CRM Farm Records and is comprised of 2019-2023 acreage history process and summary. The base allocation process allows users to review acreage history and provides the ability to complete missing history.

**B Acreage History Process**

To facilitate the base allocation process in 2026, 2019-2023 acreage report data for crops meeting the definition of covered and eligible non-covered commodities, according to Exhibits 4 and 5, is populated in the CRM Acreage History application for FY 2026 farms. An initial data pull of all covered and eligible non-covered commodities from CARS was completed and loaded in the Acreage History software. After the initial data load, the system actively listens for acreage report changes in CARS to updated acreage as applicable in any year.

Acreage History software displays covered and non-covered commodity planting history for years 2019-2023 on each tract associated with the 2026 farm and summarizes the 5-year planting history by crop and by all covered commodities. This history and values are used to determine potential base allocation eligibility and acreage.

The Acreage History software allows users to enter missing acreage history because of broken farm history for all years 2019-2023.

**C Subsequent Acreage Resolution Process**

Within the Acreage History software, users can enter subsequent acre decisions from owners and generate CCC-868 for owner signature.

**188 Acreage History and Base Allocation Overview (Continued)****D Base Allocation Process**

Acreage history will determine eligible base allocation for each farm. The system will calculate the base allocation values and display results to the user through the Base Allocation process. Once populated, users have the ability to generate the Acreage History and Base Allocation producer notification letter and documents. Additionally, users will have the ability to identify if an owner has elected to opt out of the base allocation process.

**E Producer Notification**

Producer notification letters identifying if an associated farm is eligible or ineligible for base allocation will be bulk generated from the Acreage History and Base Allocation software. Additionally, users will have the ability to generate the notification letter by farm through the software.

**F 30-Million Acre Cap**

Newly allocated base acres cannot exceed 30-million acres. Acreage History and Base Allocation software will track new base allocation nationwide and if newly allocated acres exceeds 30-million acres, the system will calculate proration for each farm.

**G Updating Allocated Base in Farm Records**

Final base allocations will be entered on the associated farm records through system entry.

## 189 Accessing Acreage History and Base Allocation Process

### A Overview

The Acreage History and Base Allocation processes are accessible in CRM Farm Records through either:

- CRM Farm Records Search
- Tools drop-down menu within a selected Farm Record.

### B Access through CRM Farm Records Search

Acreage history and base allocation for any farm can be accessed through the Farm Records Search Results. Users can search for a farm in CRM Farm Records using standard search functionality provided in 10-CM (Rev. 2). Additionally, the Farm Records search functionality has been enhanced to allow farm searches based on Acreage History and Base Allocation options.

### C CRM Farm Records Search Example

**Search: Farms**

Search Criteria Hide Search Fields

\* Specifying values for multiple fields will narrow the search results, while specifying different values for the same field in multiple line entries will broaden the search results.

Search For: Search by Farm

Farm Number	equals	9999	+ -
Admin State	is	NEBRASKA	+ -
Admin County	is	-SHERMAN	+ -
IBase ID	is		+ -
Farm Status	is		+ -
ARCPLC Replication Status	is		+ -
Base Reduction CCC-505 Status	is		+ -
Base Redistribution CCC-517 S...	is		+ -
PLC Yield Update - CCC-867 S...	is		+ -
ARCPLC G//F Eligibility	is		+ -
Transferred From	is		+ -

Maximum Number of Results: 100

Search Clear Reset Save Search As:   Include View Save

**Result List: 1 Installed Base Found**

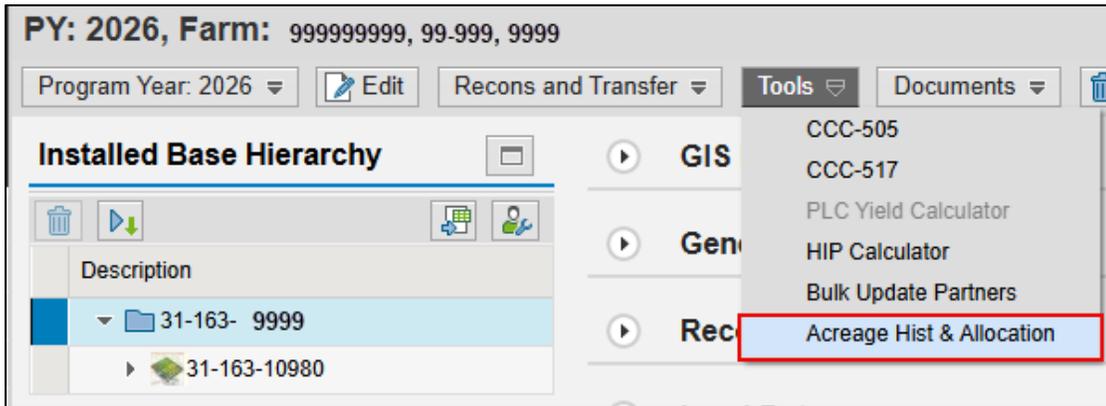
New	Farm Combination	CCC-517	156EZ Bulk Print	Acreage Hist & Allocation	Filter:				
Farm Number	IBase ID	Admin State	Admin County	Farm Status	ARCPLC G/...	Farmland A...	ARCPLC St...	Created On/At	Changed O...
9999	999999999	NEBRASKA	SHERMAN	Active	Eligible	98.20		04/12/2013 ...	09/11/2025 ...

189 Accessing Acreage History and Base Allocation Process (Continued)

D Access through Farm Tools Menu

Acreage history and base allocation for any farm can be accessed from the “Tools” menu within a selected farm record.

E Tools Menu Access Example



190-205 (Reserved)

**Section 2 Acreage History Automation**

**206 CRM Farm Records Acreage History**

**A Overview**

Acreage History application will display summary of the following for a selected farm:

- Associated farm record 2026 data
- Covered and Non-Covered Commodity Acreage
- Farm Level Acreage Summary
- Tract level Acreage Summary
- Farm History
- Change History
- GIS Info.

206 CRM Farm Records Acreage History (Continued)

B Example of Acreage History

The following is an example of the open Acreage History application for a selected farm.

**Acreage History and Allocation for Farm:** 999999999, 99-999-9999

[Edit](#) | [2019-2023 Acreage History Summary](#) | [Receipt for Service](#)

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**Farm Data**

State: Any State	Farmland Acres: 98.24	2026 Effective CL + CRP CL: 75.17	2024 Base minus UB:
County: Any County	Cropland Acres: 75.17	15% of Effective CL + CRP CL: 11.28	2024 UB:
Farm: 9999	Double Cropped Ac...: 0.00	CC Planting History: <input checked="" type="checkbox"/>	2026 Existing Base minus UB: 65.00
Operator: Operator A		ARCPLC G//F Eligibility: Eligible	2026 UB: 0.00

---

**Covered and Non-Covered Commodity Acreage Summary**

Crop	2019	2020	2021	2022	2023	Total (19-23)	5-YR AVG
Covered Commodity	74.48	74.48	74.48	74.48	74.48	372.40	74.48
Non-Covered Com...	0.00	0.00	0.00	0.00	0.00	0.00	0.00

---

**Farm Level Acreage History**

Status	Initiated Date	Initiated by	Submitted ...	Submitted by	Owner	Signature ...	Signature Met...	Committed...	Committ...	Revised/...	Last Cha...

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**Farm Level Acreage History (Detailed)**

Crop	Planting...	2019	2019 S...	2020	2020 S...	2021	2021 S...	2022	2022 S...	2023	2023 S...	Total (1...	5-YR AVG	% P&CP
Corn	Initial A...	25.68		74.48		0.00		74.48		39.00		213.64	42.73	57.37
	Double ...	0.00		0.00		0.00		0.00		0.00				
	Subseq...	0.00		0.00		0.00		0.00		0.00				
Soybeans	Initial A...	48.80		0.00		74.48		0.00		35.48		158.76	31.75	42.63
	Double ...	0.00		0.00		0.00		0.00		0.00				
	Subseq...	0.00		0.00		0.00		0.00		0.00				
Non-Co...	Initial A...	0.00		0.00		0.00		0.00		0.00		0.00	0.00	
	Double ...	0.00		0.00		0.00		0.00		0.00				

---

**Tract Level Acreage History** Filter:

Ac...	Tract	Crop	Planting St...	2019	2020	2021	2022	2023	Owners
	10855	Corn	Initial Acres	25.68	74.48	0.00	74.48	39.00	Owner B
	10855		Double Acres	0.00	0.00	0.00	0.00	0.00	
	10855		Subsequen...	0.00	0.00	0.00	0.00	0.00	
	10855	Soybeans	Initial Acres	48.80	0.00	74.48	0.00	35.48	Owner B
	10855		Double Acres	0.00	0.00	0.00	0.00	0.00	
	10855		Subsequen...	0.00	0.00	0.00	0.00	0.00	
	10855	Non-Covered ...	Initial Acres	0.00	0.00	0.00	0.00	0.00	
	10855		Double Acres	0.00	0.00	0.00	0.00	0.00	

---

**Recon/Transfer History Mapping**

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**Change History**

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**GIS Info**

**207 CARS Acreage History Data Pull****A Acreage History**

Acreage history for 2019-2023 is identified from the associated acreage report data recorded in CARS for each applicable year. An initial data pull of all existing acreage report data for covered and eligible non-covered commodities has been loaded into the Acreage History software. When possible, associated farm history through completed reconstitutions and farm transfers was mapped to systematically match and populated associated acreage history for current year farms.

**B Covered Commodity Acreage History**

Unless determined acreage was entered, reported acreage for crops meeting the definition of covered commodities was queried and entered in the Acreage History software for the applicable year by tract.

Covered commodity acreage is summarized by each crop at the tract and farm by Initial, Double-Cropped, and Subsequent crop reported or determined acreage. An overall acreage for total covered commodity acreage is summarized and displayed.

**207 CARS Acreage History Data Pull (Continued)****C Non-Covered Commodity Acreage History**

Unless determined acreage was entered, reported acreage for crops meeting the definition of eligible non-covered commodities were queried and entered into the Acreage History software.

Non-covered commodity acreage is summarized by tract and farm for all crops reported or determined meeting the definition of non-covered commodity with an initial or double-cropped status.

**D Mapping Reconstitution and Farm Transfer History**

Acreage reporting data for covered and non-covered commodities was queried for years 2019-2023. The applicable acreage report data was associated with the current year farm following the farm's change history for reconstitutions and farm transfers. All tract divisions completed before FY 2026 will result in broken farm constitution. As a result, the Acreage History and Base Allocation software has missing history that must be researched and entered by users to complete the farm's 2019-2023 acreage history.

**208 Acreage History Assignment Blocks and Data****A Overview**

The Acreage History application is comprised of the following assignment blocks:

- Acreage History and Base Allocation Toolbar
- Farm Data
- Covered and Non-Covered Commodity Acreage Summary
- Farm Level Acreage History
- Tract Level Acreage History
- Recon/Transfer History Mapping
- Change History
- GIS Info.

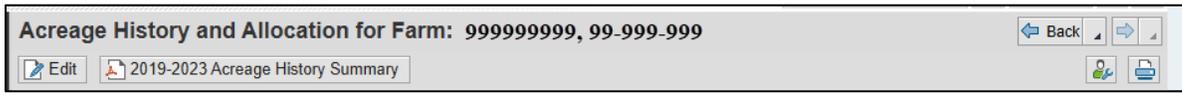
208 Acreage History Assignment Blocks and Data (Continued)

**B Example**



**C Acreage History and Base Allocation Toolbar**

The Acreage History and Base Allocation toolbar provides the following actions when in display mode.



Button	Action when Selected
Edit	Opens an edit session allowing users to enter missing acreage history because of broken farm history for any listed year. If there is no missing history for any year, the system will not allow the user to open an edit session.
2019-2023 Acreage History Summary	When selected the system generates a summary of the farm and tract acreage summary for the associated farm. Summary is in PDF format and will display on a separate browser screen. Users can save or print the document as needed. See Paragraph 213 for Acreage History Summary details.

208 Acreage History Assignment Blocks and Data (Continued)

C Acreage History and Base Allocation Toolbar (Continued)

After selecting “Edit”, the toolbar displays the following actions.



Button	Action when Selected
Save	When selected, the system saves all acreage history changes completed by the user. Once saved, the edit session is closed and the acreage history is display only again.
Cancel	When selected, the system cancels all user entries and closes the edit session without saving any changes.

D Farm Data

The following is the Farm Data assignment block.

Farm Data							
State: KANSAS	Farmland Acres: 285.12	2026 Effective CL + CRP CL: 42.37	2024 Base minus UB:				
County: CHASE	Cropland Acres: 42.37	15% of Effective CL + CRP CL: 6.36	2024 UB:				
Farm: 677	Double Cropped A...: 0.00	CC Planting History: <input checked="" type="checkbox"/>	2026 Existing Base minus UB:		0.00		
Operat... Operator A		ARCPLC G//F Eligibility: Eligible	2026 UB:		0.00		

208 Acreage History Assignment Blocks and Data (Continued)

**D Farm Data (Continued)**

The following data entries are system populated in the Farm Data assignment block.

<b>Data Entry</b>	<b>Description</b>
State	Administrative State for the selected Farm Record.
County	Administrative county for the select Farm Record.
Farm	Farm Number for the selected FY 2026 Farm Record. Farm number is hyperlinked. Clicking on the farm number will navigate the user back to the Farm Record.
Operator	Associated operator for the selected FY 2026 Farm Record.
Farmland Acres	Farm level farmland acres for the selected FY 2026 Farm Record.
Cropland Acres	Farm level cropland acres for the selected FY 2026 Farm Record. Entry will be red if the average initial planted covered commodities exceeds the total cropland on the farm.
Double-Cropped Acres	Farm level Double-cropped acres for the selected FY 2026 Farm Record.
2026 Effective CL+CRP CL	Farm level Cropland acres minus all conservation acres except CRP Cropland for selected FY 2026 Farm Record.
15% of Effective CL+CRP CL	System calculated 15% of the 2026 Effective Cropland + CRP CL.
CC Planting History Indicator	Planting history indicator to identify if at least 1 year (2019-2023) has a history of planting any covered commodity. Entry is checked if covered commodity planting history is identified by the system data load or user entry for any year.
ARC/PLC G/I/F Eligibility	Identifies ARC/PLC G/I/F eligibility for the selected farm.
2024 Base minus UB	Total base acres from the FY 2024 farm minus Unassigned Base acres.
2024 UB	Total FY 2024 Unassigned Base acres for the selected farm.
2026 Existing Base minus UB	Total base acres from the FY 2026 farm minus Unassigned Base acres.
2026 UB	Total FY 2026 Unassigned Base acres for the selected farm.

208 Acreage History Assignment Blocks and Data (Continued)

E Covered and Non-Covered Commodity Acreage Summary

The Cropland and Non-Covered Commodity Acreage Summary assignment block summarizes the reported or determined acreage for each year for all covered commodities and non-covered commodities. Assignment block system calculates the 5-year total and 5-year average for covered and non-covered commodities. Acreage is summarized from the farm level summary data. The following is an example of the Farm Data assignment block.

Covered and Non-Covered Commodity Acreage Summary							
Crop	2019	2020	2021	2022	2023	Total (19-23)	5-YR AVG
Covered Commodity	233.30	19.08	0.00	0.00	0.00	252.38	50.48
Non-Covered Com...	0.00	0.00	0.00	0.00	0.00	0.00	0.00

The following are the entries for the Covered and Non-Covered Commodity Acreage Summary assignment block. All entries are system derived and populated. Users cannot edit entries.

Data Entry	Description
Crop	Covered and Non-Covered Commodity summarized entries for the farm.
2019	System totaled covered and non-covered commodity initial and double-cropped acreages for 2019. Acreage for each value is summarized from Farm Level Acreage History for the year.
2020	System totaled covered and non-covered commodity initial and double-cropped acreages for 2020. Acreage for each value is summarized from Farm Level Acreage History for the year.
2021	System totaled covered and non-covered commodity initial and double-cropped acreages for 2021. Acreage for each value is summarized from Farm Level Acreage History for the year.
2022	System totaled covered and non-covered commodity initial and double-cropped acreages for 2022. Acreage for each value is summarized from Farm Level Acreage History for the year.
2023	System totaled covered and non-covered commodity initial and double-cropped acreages for 2023. Acreage for each value is summarized from Farm Level Acreage History for the year.
Total (19-23)	System calculated total covered and non-covered commodity acreage values for all years, 2019-2023.
5-YR AVG	System calculated 5-year averages for covered and non-covered commodity acreage for years, 2019-2023.

208 Acreage History Assignment Blocks and Data (Continued)

F Farm Level Acreage Summary

The Farm Level Acreage assignment block summarizes at the farm level the acreage history for each year, each reported or determined covered commodities and all non-covered commodities. Assignment block system calculates the 5-year total and 5-year average for each crop. A percentage for each covered commodity crop is calculated compared to the 5-year average of all covered commodities identified for the farm. Acreage is summarized from the tract level acreage summary data. The following is an example of the Farm Level Acreage Summary assignment block.

Farm Level Acreage History														
Crop	Planting Status	2019	2019 Sub (+/-)	2020	2020 Sub (+/-)	2021	2021 Sub (+/-)	2022	2022 Sub (+/-)	2023	2023 Sub (+/-)	Total (19-23)	5-YR AVG	% P&CP
Wheat	Initial Acres	233.30		19.08		0.00		0.00		0.00		252.38	50.48	100.00
	Double Acres	0.00		0.00		0.00		0.00		0.00				
	Subsequent A...	0.00		0.00		0.00		0.00		0.00				
Non-Covered ...	Initial Acres	0.00		0.00		0.00		0.00		0.00		0.00	0.00	
	Double Acres	0.00		0.00		0.00		0.00		0.00				

208 Acreage History Assignment Blocks and Data (Continued)

F Farm Level Acreage Summary (Continued)

The following are the entries for the Farm Level Acreage Summary assignment block. All entries are system derived and populated. Users cannot edit entries.

Data Entry	Description	
Crop	List of each covered commodities with acreage history for any year, 2019-2023. Entry for all Non-Covered commodity acreage summarized for any year, 2019-2023. Entries are initially system populated.	
Planting Status	Crop acreage summarized by crop status and year for each covered commodity and total non-covered commodities. Listed Crop Statuses include crop acreage identified as the following:	
	<b>Status</b>	<b>Includes the Following Acreage Report Status Codes</b>
	Initial Acres	I, IP, IF
	Double-Cropped Acres	D, DP, DF, E, EP, EF, F, FP, FF, G, GP, GF, H, HP, HF, K, KP, KF, M, MF, MP, O, OP, OF
Subsequent Acres	J, JP, JF	
2019	Total acreage history for each covered and non-covered commodity crops by planting status for 2019. Acreage for each value is summarized from the Tract Level Acreage History for the year.	
2019 Sub (+/-)	Adjusted 2019 subsequent acres resolved by an associated owner through the Subsequent Acres Resolution menu.	
2020	Total acreage history for each covered and non-covered commodity crops by planting status for 2020. Acreage for each value is summarized from the Tract Level Acreage History for the year.	
2020 Sub (+/-)	Adjusted 2020 subsequent acres resolved by an associated owner through the Subsequent Acres Resolution menu.	
2021	Total acreage history for each covered and non-covered commodity crops by planting status for 2021. Acreage for each value is summarized from the Tract Level Acreage History for the year.	
2021 Sub (+/-)	Adjusted 2021 subsequent acres resolved by an associated owner through the Subsequent Acres Resolution menu.	
2022	Total acreage history for each covered and non-covered commodity crops by planting status for 2022. Acreage for each value is summarized from the Tract Level Acreage History for the year.	
2022 Sub (+/-)	Adjusted 2022 subsequent acres resolved by an associated owner through the Subsequent Acres Resolution menu.	

## 208 Acreage History Assignment Blocks and Data (Continued)

## F Farm Level Acreage Summary (Continued)

Data Entry	Description
2023	Total acreage history for each covered and non-covered commodity crops by planting status for 2023. Acreage for each value is summarized from the Tract Level Acreage History for the year.
2023 Sub (+/-)	Adjusted 2023 subsequent acres resolved by an associated owner through the Subsequent Acres Resolution menu.
Total (19-23)	System calculated total for each covered commodity listed and the non-covered commodity acreage values for all years, 2019-2023. Total acreage for each covered commodity is all Initial and Double-Cropped acreages for all years and also include the plus or minus of any subsequent acreages resolved by the owners.
5-YR AVG	System calculated 5-year averages for each covered and non-covered commodity acreage for years 2019-2023.
%P&PC	System calculated percentage for each covered commodity 5-year average compared to total 5-year average of all covered commodities identified on the farm.

Farm level acreage history entries are color coded by to identify missing data. Red entries for any year indicate that acreage history for the year could not be systematically identified or that the farm was not active in the associated year. Missing acreage history must be entered at the tract level or updated in CARS to then be aggregated by the system to the farm level summary. See paragraph 210 for instructions to manually update missing acreage history for any identified year.

208 Acreage History Assignment Blocks and Data (Continued)

G Tract Level Acreage Summary

The Tract Level Acreage assignment block summarizes acreage history for each tract associated with the selected farm. The reported or determined acreage history for each covered commodity and all non-covered commodities for each year. All current year owners are displayed for each tract. The following is an example of the Tract Level Acreage Summary assignment block.

Tract Level Acreage History									
Actions	Tract	Crop	Planting Status	2019	2020	2021	2022	2023	Owners
	620	Wheat	Initial Acres	233.30	19.08	0.00	0.00	0.00	Producer A, Producer B Trust
	620		Double Acres	0.00	0.00	0.00	0.00	0.00	
	620		Subsequent Acres	0.00	0.00	0.00	0.00	0.00	
	620	Non-Covered Commodity	Initial Acres	0.00	0.00	0.00	0.00	0.00	Producer A, Producer B Trust
	620		Double Acres	0.00	0.00	0.00	0.00	0.00	

The following are the entries for the Tract Level Acreage Summary assignment block.

Data Entry	Description	
Tract	Associated tract number	
Crop	List of each covered commodities with acreage history for any year, 2019-2023. Entry for all Non-covered commodity acreage summarized for each year, 2019-2023. Entries are initially system populated. User entry to add additional covered commodities or add acreage is only allowed if acreage could not be determined systematically because of broken farm or tract history.	
Planting Status	<b>Status</b>	
	<b>Includes the Following Acreage Report Status Codes</b>	
	Initial Acres	I, IP, IF
	Double-Cropped Acres	D, DP, DF, E, EP, EF, F, FP, FF, G, GP, GF, H, HP, HF, K, KP, KF, M, MF, MP, O, OP, OF
Subsequent Acres	J, JP, JF	
2019	For each tract, the total acreage history by planting status for each covered and non-covered commodity crop for 2019.	
2020	For each tract, the total acreage history by planting status for each covered and non-covered commodity crop for 2020.	
2021	For each tract, the total acreage history by planting status for each covered and non-covered commodity crop for 2021.	
2022	For each tract, the total acreage history by planting status for each covered and non-covered commodity crop for 2022.	
2023	For each tract, the total acreage history by planting status for each covered and non-covered commodity crop for 2023.	
Owners	All owners associated with the listed tract	

208 Acreage History Assignment Blocks and Data (Continued)

G Tract Level Acreage Summary (Continued)

Tract level acreage history entries are color coded by system or user action. Red entries for any year indicate that acreage history for the year could not be systematically identified or that the farm was not active in the year. See paragraph 210 for instructions to manually update missing acreage history for any identified year.

If the farm or parent farm was not active in prior years because of the farm being created for the first time in a subsequent year, users will receive the following system alert:

“Farm or Parent Farm is not active in prior years. Farm must be copied to prior years and acreage recorded in CARS to populate acreage history. Contact the State Office Farm Records Specialist to copy farm to prior years.”

H Recon/Transfer History

The Recon/Transfer History assignment block identifies the reconstitution, farm transfer, and new farm creation status for the farm and associated tracts to assist with researching acreage history through farm changes for all applicable years. Assignment block will provide parent farms and tracts for each year and identify if acreage history is missing for any year, the reason why the history is missing, and whether the missing history has been manually entered. All entries are system populated. The following is an example of the Recon/Transfer History assignment block.

Recon/Transfer History Mapping									
Tract	Program Year	Parent State	Parent County	Parent Farm	Parent Tract	Parent Base	Hole Exists	Reason for Hole	Hole Filled
99997	2023	CALIFORNIA	FRESNO	9999	38632	999999999	✓	Tract Division	
	2022	CALIFORNIA	FRESNO	9999	38632	999999999	✓	Tract Division	
	2021	CALIFORNIA	FRESNO	9999	38632	999999999	✓	Tract Division	
	2020	CALIFORNIA	FRESNO	9999	38632	999999999	✓	Tract Division	
	2019	CALIFORNIA	FRESNO	9999	38632	999999999	✓	Tract Division	
99998	2023	CALIFORNIA	FRESNO	9999	38632	999999999	✓	Tract Division	
	2022	CALIFORNIA	FRESNO	9999	38632	999999999	✓	Tract Division	
	2021	CALIFORNIA	FRESNO	9999	38632	999999999	✓	Tract Division	
	2020	CALIFORNIA	FRESNO	9999	38632	999999999	✓	Tract Division	
99999	2023	CALIFORNIA	FRESNO	9999	38632	999999999	✓	Tract Division	
	2022	CALIFORNIA	FRESNO	9999	38632	999999999	✓	Tract Division	
	2021	CALIFORNIA	FRESNO	9999	38632	999999999	✓	Tract Division	
	2020	CALIFORNIA	FRESNO	9999	38632	999999999	✓	Tract Division	
	2019	CALIFORNIA	FRESNO	9999	38632	999999999	✓	Tract Division	

208 Acreage History Assignment Blocks and Data (Continued)

**H Recon/Transfer History**

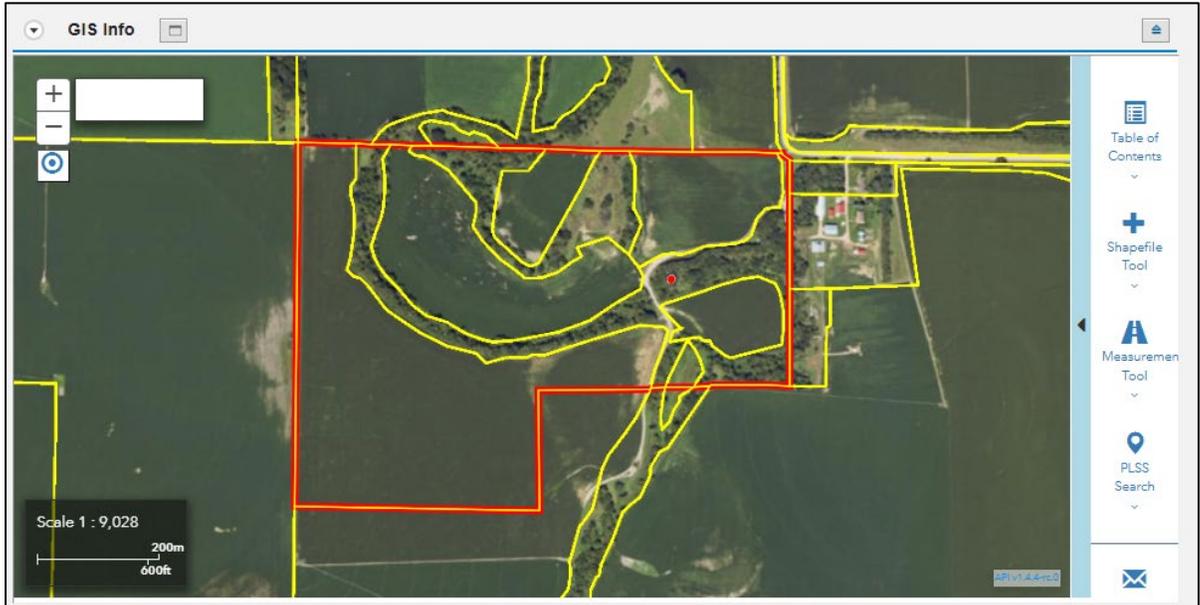
The following are the entries for the Recon/Transfer History assignment block.

Entry	Description
Tract	Tract numbers associated with the selected farm for current year.
Program Year	The history of the listed tract for each year, 2019-2023.
Parent State	Administrative State of the parent farm for the selected farm number. Parent State will only be different in any year if the current year farm is the result of a farm transfer in any year.
Parent County	Administrative county of the parent farm for the selected farm number. Parent county will only be different in any year if the current year farm is the result of a farm transfer in any year.
Parent Farm	The parent farm or farms for the selected farm number. Parent farms will only be different in any year if the current year farm is the result of a farm reconstitution in any year.
Parent Tract	The parent tract or tracts for the listed current year tract number. Parent tracts will only be different in any year if the current year tract is the result of a tract reconstitution in any year.
Parent IBase	The parent IBase number associated with the parent farm.
Hole Exists	Indicator identifying if a listed tract has broken history for any year because of a reconstitution, farm transfers, or missing active farm. Indicator is system set based on acreage history.
Reason for Hole	Reason acreage history is missing because of reconstitution type farm transfer or farm is not active in prior years. Entry is system populated.
Hole Filled	Indicator identifying if broken history for a listed tract has been filled either systematically or manually by a user.

208 Acreage History Assignment Blocks and Data (Continued)

I GIS Info

Users are able to view the current year geospatial footprint of the selected farm. The following is an example of GIS Info assignment block.



Users can navigate the GIS Info assignment block using the standard zoom and search functionality. See 10-CM (Rev. 2) for navigation instructions. Layers are enabled and disabled in the map display through the GIS Table of Contents. Use the Identify function in the map display to identify the farm, tract, and CLU numbers associated with CLU's as needed.

208 Acreage History Assignment Blocks and Data (Continued)

**J Change History**

The Change History assignment block identifies the systematic and user acreage history changes that occur within the farm after the initial system data load. User entries are recorded in the Change History when an edit session is completed through the Save function. The following is an example of the Change History assignment block.

Change History									
Crop	Tract Number	Program Year	Field Name	Old value	New Value	User	Changed Date	Changed Time	
Com	8982	2023	Initial Acres	50.00	0.00	HECTOR MARTINEZ	11/24/2025	01:55 PM	
Soybeans	8982	2023	Initial Acres	50.00	0.00	HECTOR MARTINEZ	11/24/2025	01:55 PM	
Com	8982	2020	Initial Acres	100.00	0.00	HECTOR MARTINEZ	11/24/2025	10:14 AM	
Com	8982	2022	Initial Acres	100.00	0.00	HECTOR MARTINEZ	11/24/2025	10:14 AM	
Soybeans	8982	2019	Initial Acres	100.00	0.00	HECTOR MARTINEZ	11/24/2025	10:14 AM	
Soybeans	8982	2021	Initial Acres	100.00	0.00	HECTOR MARTINEZ	11/24/2025	10:14 AM	
Flax	8982		Crop		*** New Crop Added	HECTOR MARTINEZ	11/24/2025	10:13 AM	
Com	8982		Crop		*** New Crop Added	HECTOR MARTINEZ	11/24/2025	08:56 AM	
Soybeans	8982		Crop		*** New Crop Added	HECTOR MARTINEZ	11/24/2025	08:56 AM	

The following are the entries for the Recon/Transfer History assignment block.

Entry	Description
Crop	Crop name associated with the acreage history data change.
Tract Number	Tract number associated with the acreage history data change.
Program Year	Year the associated with the acreage history data change.
Field Name	Name of the data entry field that was user or system modified.
Old Value	Original value of the data entry modified.
New Value	New data value that was user or system updated.
User	Either Employee ID of the user that made the acreage history edit or system identifier if a system change was completed.
Change Date	Date in MM/DD/YYYY format when the change was completed.
Change Time	Time in CST when the change was completed.

**209 Crop Acreage Updates from CARS**

**A Overview**

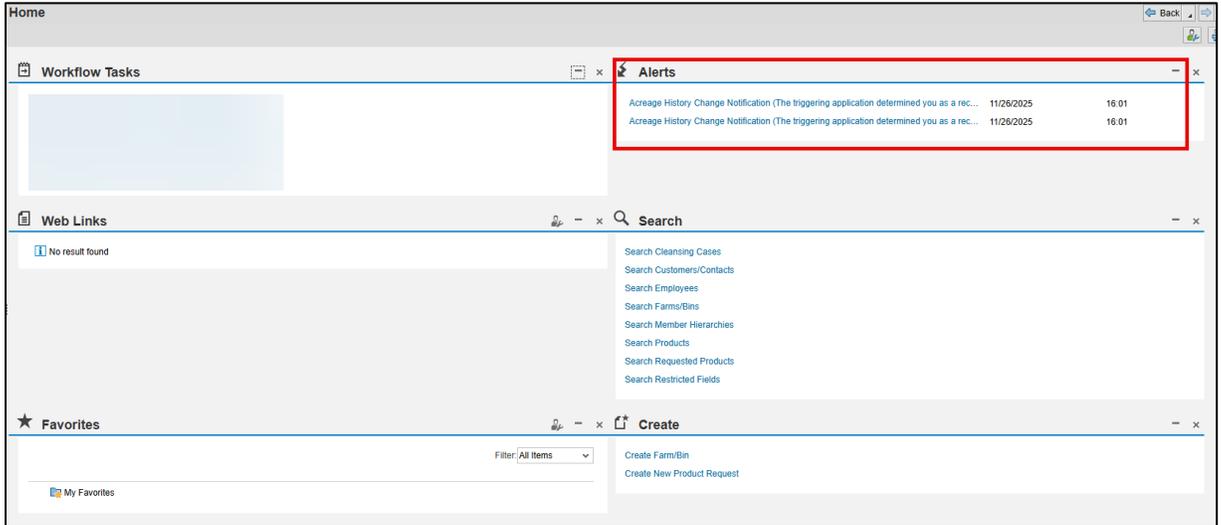
After the initial data load of the acreage history software, the Acreage History application actively listens to the CARS application for any crop acreage change or new entry for 2019-2023 crop years. Any newly entered acreage data in CARS will be updated in the Acreage History application systematically.

The system will notify users that updated crop acreage data from CARS was updated in the Acreage History application. User notification will be provided through CRM alerts and user emails.

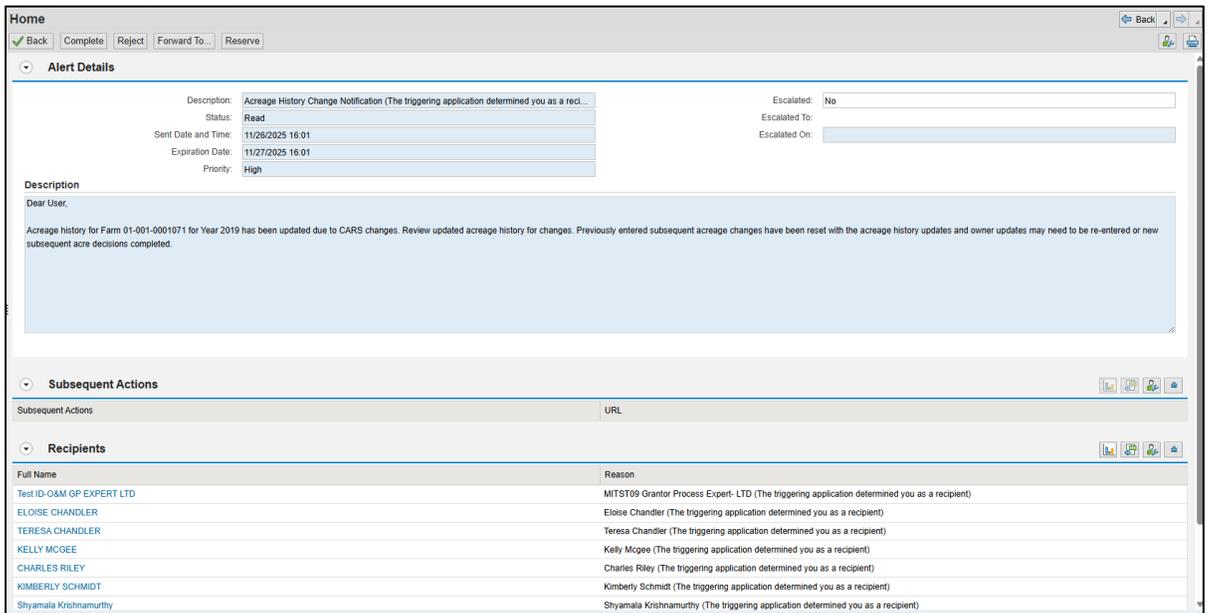
## 209 Crop Acreage Updates from CARS (Continued)

### B Example

The following shows messages generated in the Alerts assignment block of the CRM@FSA homepage identified that acreage has been updated.



Clicking on a listed alert will open the details of the acreage history updated for a specific farm.



## 210 Researching and Entering Missing History

### A Overview

Acreage history for years 2019-2023 must align with the land associated with the current FY 2026 farm record. As Farms and tracts are divided, combined, or transferred to a new administrative county, the change to the farm's constitution may result in the inability to systematically associate prior year acreage report history with the current year farm. All tract divisions completed before FY 2026 will result in broken farm constitution and require users to manually research and enter acreage history to fill missing history in the software.

Missing acreage history because of broken farm constitution is identified in the Acreage History software as a blank entry for the associated year and the entries will be highlighted red. Users must research the farm history in farm records and the associated acreage history in CARS to identify all covered and non-covered commodities to be manually entered to fill the broken history and accurately calculated the base allocation.

Available reports and functions in CRM FR and the Datamart will assist users with identifying the active farm and tracts for each year.

210 Researching and Entering Missing History (Continued)

B Example of Missing Acreage History

The following is an example of a farm with missing acreage history because of a tract division completed in 2023.

**Acreage History and Allocation for Farm:**

2019-2023 Acreage History Summary

**Farm Data**

State: CALIFORNIA	Farmland Acres: 147.14	2026 Effective CL + CRP CL: 147.14	2024 Base minus UB: 0.00
County: MERCED	Cropland Acres: 147.14	15% of Effective CL + CRP CL: 22.07	2024 UB: 0.00
Farm: 1000	Double Cropped Acres: 0.00	CC Planting History: <input type="checkbox"/>	2026 Existing Base minus UB: 67.16
Operator: Any Producer		ARCPLC GI/F Eligibility: Ineligible - Complete GI/F History	2026 UB: 13.64

**Covered and Non-Covered Commodity Acreage Summary**

Crop	2019	2020	2021	2022	2023	Total (19-23)	5-YR AVG
Covered Commodity						0.00	0.00
Non-Covered Commodity					0.00	0.00	0.00

**Farm Level Acreage History**

Status	Initiated Date	Initiated by	Submitted Date	Submitted by	Committed Date	Committed by	Signature Date	Owner	Signature Method	Cancelled Reason

**Farm Level Acreage History (Detailed)**

Crop	Planting Status	2019	2019 Sub (+/-)	2020	2020 Sub (+/-)	2021	2021 Sub (+/-)	2022	2022 Sub (+/-)	2023	2023 Sub (+/-)	Total (19-23)	5-YR AVG	% P&CP
Non-Covered ...	Initial Acres									0.00		0.00	0.00	
	Double Acres									0.00				

**Tract Level Acreage History**

Actions	Tract	Crop	Planting Status	2019	2020	2021	2022	2023	Owners
	8000	Non-Covered Commodity	Initial Acres					0.00	
			Double Acres					0.00	
	8001	Non-Covered Commodity	Initial Acres					0.00	
			Double Acres					0.00	

**Recon/Transfer History Mapping**

Tract	Program Year	Parent State	Parent County	Parent Farm	Parent Tract	Parent IBase	Hole Exists	Reason for Hole	Hole Filled
8000	2022	CALIFORNIA	MERCED	1000	2342		<input checked="" type="checkbox"/>	Tract Division	<input type="checkbox"/>
	2021	CALIFORNIA	MERCED	1000	2342		<input checked="" type="checkbox"/>	Tract Division	<input type="checkbox"/>
	2020	CALIFORNIA	MERCED	1000	2342		<input checked="" type="checkbox"/>	Tract Division	<input type="checkbox"/>
	2019	CALIFORNIA	MERCED	1000	2342		<input checked="" type="checkbox"/>	Tract Division	<input type="checkbox"/>
8001	2022	CALIFORNIA	MERCED	1000	2342		<input checked="" type="checkbox"/>	Tract Division	<input type="checkbox"/>
	2021	CALIFORNIA	MERCED	1000	2342		<input checked="" type="checkbox"/>	Tract Division	<input type="checkbox"/>
	2020	CALIFORNIA	MERCED	1000	2342		<input checked="" type="checkbox"/>	Tract Division	<input type="checkbox"/>
	2019	CALIFORNIA	MERCED	1000	2342		<input checked="" type="checkbox"/>	Tract Division	<input type="checkbox"/>

**Change History**

**GIS Info**

210 Researching and Entering Missing History (Continued)

C Identifying Farms and Tracts with Missing Acreage History

Farms with missing acreage history because of broken farm constitution can be identified through the CRM Farm Records Search options. The following are instructions for searching for farms without complete acreage history for all years that must be researched and missing acreage manually entered.

**Search Criteria**

\* Specifying values for multiple fields will narrow the search results, while specifying different values for the same field in multiple line entries will broaden the search results.

Search For: Search by Farm

Farm Number	▼	equals	▼		+ -
Admin State	▼	is	▼	ALABAMA	+ -
Admin County	▼	is	▼	-AUTAUGA	+ -
IBase ID	▼	is	▼		+ -
Farm Status	▼	is	▼		+ -
ARCPLC Replication Status	▼	is	▼		+ -
Base Reduction CCC-505 Status	▼	is	▼		+ -
Base Redistribution CCC-517 S...	▼	is	▼		+ -
PLC Yield Update - CCC-867 S...	▼	is	▼		+ -
ARCPLC G//F Eligibility	▼	is	▼		+ -
Transferred From	▼	is	▼		+ -
Full Acreage History	▼	is	▼	No	+ -

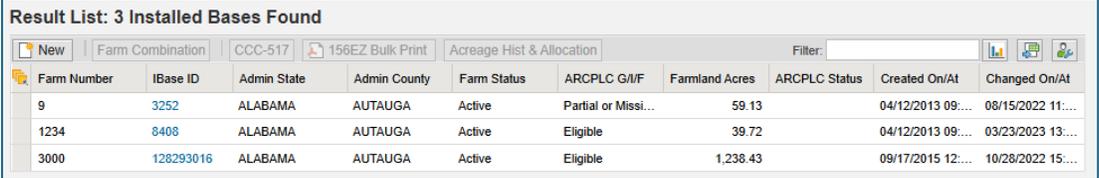
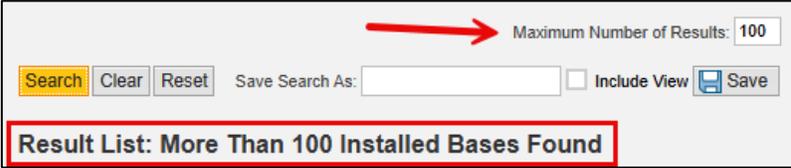
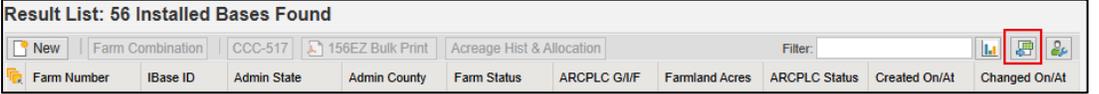
Maximum Number of Results: 100

Search Clear Reset Save Search As:   Include View Save

Annotations: 1 (Full Acreage History field), 2 (Admin State field), 3 (Maximum Number of Results field), 4 (Search button)

210 Researching and Entering Missing History (Continued)

C Identifying Farms and Tracts with Missing Acreage History (Continued)

Step	Action
1	Using the “Full Acreage History” search criteria line, select “No” as the search value.
2	Verify or change the “Admin State” and “Admin County” as applicable for the search.
3	Change the Maximum Number of Results to a great value to ensure all farms with missing history for the county are returned with the search.
4	CLICK “Search”.
5	<p>Results List will return all farms with missing acreage history in any year.</p>  <p><b>Note:</b> If the Results List indicates that more Installed Bases Found than the entered number of Maximum Number of Results, modify the max number in Step 3 and search again.</p> 
6	<p>The Results List can be exported to excel as needed using the “Export to Spreadsheet” tool.</p> 
7	<p>To access the acreage history for any farm in the Results List, either:</p> <ul style="list-style-type: none"> <li>• CLICK the hyperlinked IBase Number for any listed farm</li> <li>• Select the farm row and click the “Acreage History &amp; Allocation” button.</li> </ul>

210 Researching and Entering Missing History (Continued)

C Identifying Farms and Tracts with Missing Acreage History (Continued)

Once the Acreage History and Base Allocation application is opened for a farm with missing acreage history, the Recon/Transfer History Mapping assignment block will assist users with identifying the parent farm and tracts in all years. Tracts with missing acreage history for any year are identified with “Holes Exist” indicator checked and “Hole Filled” indicator unchecked.

Missing acreage history because of broken farm constitution must be researched through all available reports, search options, applications and associated acreage report folders as needed to identify the associated acreage report data to be entered for missing history. Reports and research options include:

- CRM Farm Records Reconstitution History Report by farm, tract, county, and year
- Datamart Farm Records, Farm Transfer Report
- GIS Info assignment block to identify Farm, Tract, and Fields in prior years.

General rules when researching farm history to identify acreage history to assign correctly for each year.

Reason Acreage History is Missing	Action when Assigning Acreage History
Farm Division	All acreage for the tract(s) associated with the current farm should be associated to the child farm.
Farm Combination	All acreage history for all parent farms should be associated to the child farm.
Tract Division	Acreage history associated with the fields or land of the current year tracts must be identified in prior years to enter in the acreage history.
Tract Combination	All acreage from all parent tracts should be associated to the child tract.
Farm Transfer	All acreage from the parent farm from the transferring county must be assigned to the receiving county farm.

**Note:** When acreage history is filled for missing years, it is expected that in general a similar number of total acres would be identified for each year. Land changes such as non-ag determinations, breaking new land, or enrollment in conservation programs may adjust overall acreage through the years, but any changes should be reasonable or be proven correct when reviewing the farm history in Farm Records.

210 Researching and Entering Missing History (Continued)

**D Example of Missing Acreage History Because of Reconstitutions**

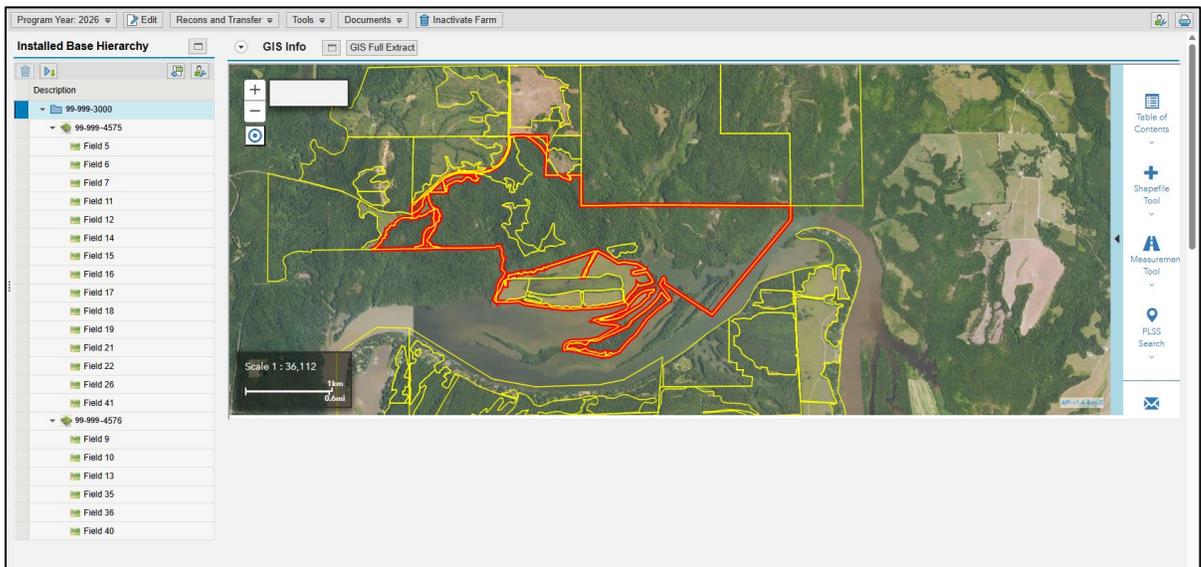
Tract divisions will always result in missing acreage history that must be researched and manually entered for all years before the completion year of the tract division. Additionally, if a tract division results in missing acreage history but before the tract division there were additional reconstitutions or farm transfers, users must research the full history of the farm back to 2019 to complete the acreage history.

**Example:**

Current year farm is structured as:

- FSN 3000
  - Tract 4575
    - Fields 5, 6, 7, 11, 12, 14, 15, 16, 17, 18, 19, 21, 22, 26, 41
  - Tract 4576
    - Fields 9, 10, 13, 35, 36, 40

In 2023 a tract division occurred dividing Tract 4411 into Tracts 4575 and 4576.



2026	2025	2024	2023	2022	2021	2020	2019
FSN 3000							
T 4575	T 4575	T 4575	T 4575				
				T 4411	T 4411	T 4411	T 4411
T 4576	T 4576	T 4576	T 4576				

210 Researching and Entering Missing History (Continued)

D Example of Missing Acreage History Because of Reconstitutions (Continued)

Acreage history for farm 3000 can be identified for 2023, but starting in 2022 the history is broken since it cannot be determined systematically.

Tract Level Acreage History									
Actions	Tract	Crop	Planting Status	2019	2020	2021	2022	2023	Owners
	4575	Non-Covered Commodity	Initial Acres					0.00	
	4575		Double Acres					0.00	
	4576	Non-Covered Commodity	Initial Acres					0.00	
	4576		Double Acres					0.00	

The Recon/Transfer History Mapping will identify the parent farm and tract data for each missing year and the reason why a hole in the history occurred.

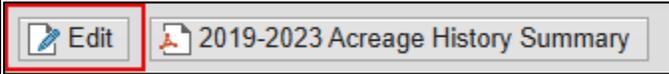
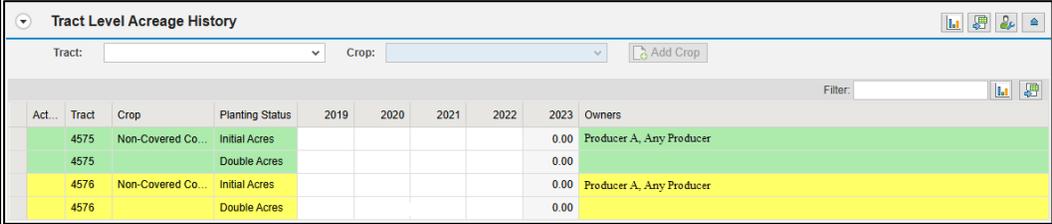
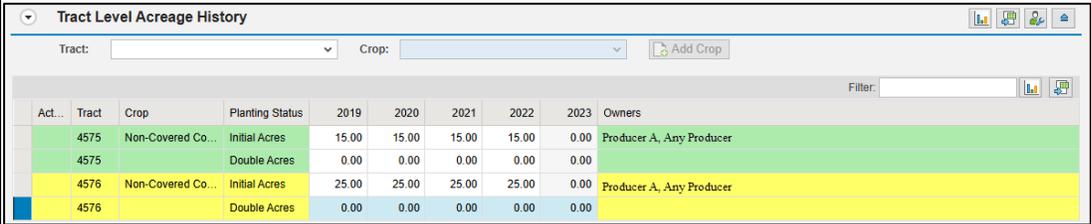
Recon/Transfer History Mapping									
Tract	Program Year	Parent State	Parent County	Parent Farm	Parent Tract	Parent IBase	Hole Exists	Reason for Hole	Hole Filled
4575	2022	State 1	County A	3000	4411		<input checked="" type="checkbox"/>	Tract Division	<input type="checkbox"/>
	2021	State 1	County A	3000	4411		<input checked="" type="checkbox"/>	Tract Division	<input type="checkbox"/>
	2020	State 1	County A	3000	4411		<input checked="" type="checkbox"/>	Tract Division	<input type="checkbox"/>
	2019	State 1	County A	3000	4411		<input checked="" type="checkbox"/>	Tract Division	<input type="checkbox"/>
4576	2022	State 1	County A	3000	4411		<input checked="" type="checkbox"/>	Tract Division	<input type="checkbox"/>
	2021	State 1	County A	3000	4411		<input checked="" type="checkbox"/>	Tract Division	<input type="checkbox"/>
	2020	State 1	County A	3000	4411		<input checked="" type="checkbox"/>	Tract Division	<input type="checkbox"/>
	2019	State 1	County A	3000	4411		<input checked="" type="checkbox"/>	Tract Division	<input type="checkbox"/>

Starting with year 2022, the acreage report must be manually reviewed in CARS and from the acreage report maps for each year to identify the crops reported or determined for each field.

210 Researching and Entering Missing History (Continued)

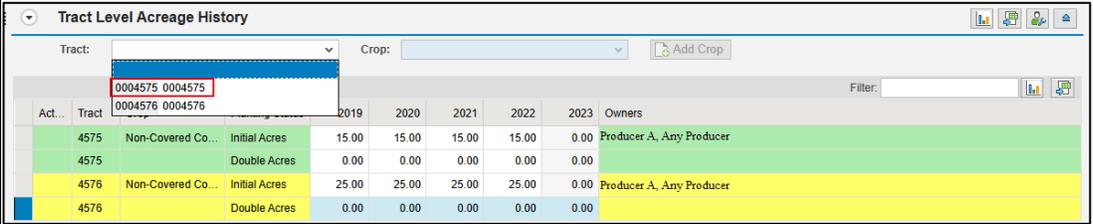
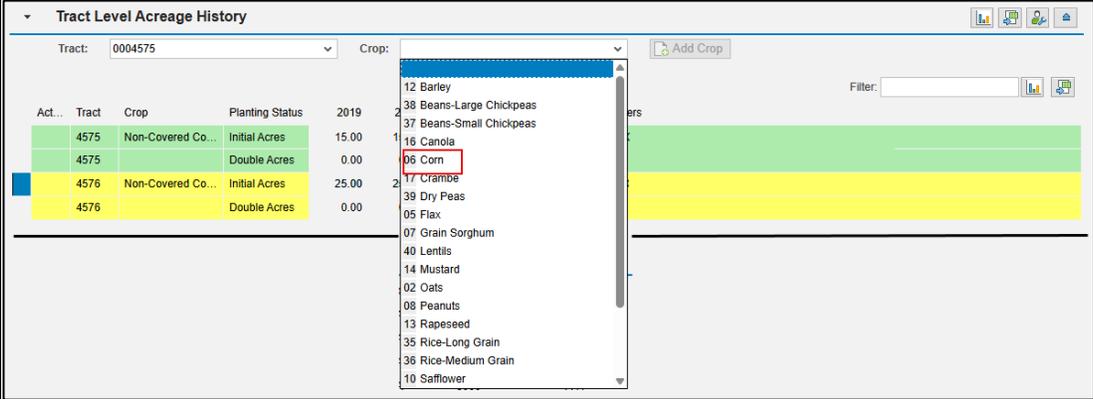
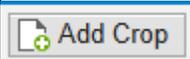
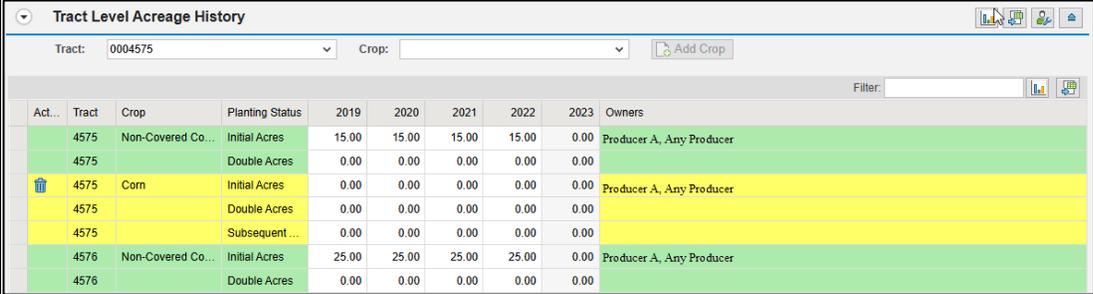
E Entering Missing History

After researching a farm’s history to determine the active farm and tract constitution for each missing year, associated crops and acres for each missing year enter the data in the Tract Level Acreage History by.

Step	Action
1	<p>CLICK “Edit” to open an edit session in the Acreage History application.</p> 
2	<p>Navigate to the Tract Level Acreage History assignment block.</p>  <p><b>Note:</b> Before opening an edit session, missing acreage entries were highlighted in red. After opening an edit session, editable entries will be white.</p>
3	<p>Each tract associated with the farm will be listed with at least an entry for Initial and Double-cropped Non-Covered Commodity. Total acreage for all reported or determined acreage reported to an eligible non-covered commodity can be entered for any missing year.</p> <p>After entering acreage, press “Enter” to accept entries.</p> 

210 Researching and Entering Missing History (Continued)

E Entering Missing History (Continued)

Step	Action
<b>Adding Crops</b>	
4	<p>Crops can be added to applicable tracts as needed to enter associated acreage history for any missing year. To add a crop first select the associated tract from the “Tract:” drop-down menu.</p> 
5	<p>Select the applicable crop from the “Crop:” drop-down menu.</p> 
6	<p>CLICK “Add Crop”.</p>  <p>The crop will add to the associated tract list and include entries for Initial, Double-Cropped, and subsequent acreages that can be entered for each year as applicable.</p> 

210 Researching and Entering Missing History (Continued)

E Entering Missing History (Continued)

Step	Action
7	Enter acres for the crop according to the research acreage history for each year. Press Enter to accept the updates.
8	Repeat steps 4-7 for all crops to be added for all tract to fill the missing acreage history.
9	Once all crops and associated acreage are entered, CLICK “Save” to end the edit session and save all entries to the Acreage History. Once the entries are saved the entries that were originally missing and are user entered remain color-coded red to identify the original missing history and what was manually entered.

Tract Level Acreage History

Act...	Tract	Crop	Planting Status	2019	2020	2021	2022	2023	Owners
	4575	Corn	Initial Acres	100.00	50.00	100.00	50.00	0.00	Producer A, Any Producer
	4575		Double Acres	0.00	0.00	0.00	0.00	0.00	
	4575		Subsequent ...	0.00	0.00	0.00	0.00	0.00	
	4575	Soybeans	Initial Acres	50.00	100.00	50.00	100.00	0.00	Producer A, Any Producer
	4575		Double Acres	0.00	0.00	0.00	0.00	0.00	
	4575		Subsequent ...	0.00	0.00	0.00	0.00	0.00	
	4575	Non-Covered Co...	Initial Acres	15.00	15.00	15.00	15.00	0.00	Producer A, Any Producer
	4575		Double Acres	0.00	0.00	0.00	0.00	0.00	
	4576	Wheat	Initial Acres	25.00	25.00	25.00	25.00	0.00	Producer A, Any Producer
	4576		Double Acres	0.00	0.00	0.00	0.00	0.00	
	4576		Subsequent ...	0.00	0.00	0.00	0.00	0.00	
	4576	Corn	Initial Acres	25.00	50.00	50.00	50.00	0.00	Producer A, Any Producer
	4576		Double Acres	0.00	0.00	0.00	0.00	0.00	
	4576		Subsequent ...	0.00	0.00	0.00	0.00	0.00	
	4576	Soybeans	Initial Acres	0.00	0.00	0.00	0.00	0.00	Producer A, Any Producer
	4576		Double Acres	25.00	25.00	25.00	25.00	0.00	
	4576		Subsequent ...	0.00	0.00	0.00	0.00	0.00	
	4576	Barley	Initial Acres	25.00	0.00	0.00	0.00	0.00	Producer A, Any Producer
	4576		Double Acres	0.00	0.00	0.00	0.00	0.00	
	4576		Subsequent ...	0.00	0.00	0.00	0.00	0.00	
	4576	Non-Covered Co...	Initial Acres	25.00	25.00	25.00	25.00	0.00	Producer A, Any Producer
	4576		Double Acres	0.00	0.00	0.00	0.00	0.00	

210 Researching and Entering Missing History (Continued)

**F Crop Status Codes for Missing History**

When entering missing history, the crops should be loaded according to the following table:

Status Code	Acreage History Status	Covered Commodity	Non-covered Commodity
I, IP, IF	Initial Acres	X	X
D, DP, DF	Double-Cropped Acres	X	X
E, EP, EF, G, GP, GF, K, KP, KF, M, MP, MF		X	X
F, FP, FF, H, HP, HF, O, OP, OF			X
J, JP, JF	Subsequent Acres	X	

**G Additional information**

If a crop was added in error to any tract, reduce all entered acreages to zero and then system will allow the crop to be delete from the tract by clicking the delete icon (trashcan).

	4576	Soybeans	Initial Acres	0.00	0.00	0.00	0.00	0.00
	4576		Double Acres	0	0	0	0	0.00
	4576		Subsequent ...	0.00	0.00	0.00	0.00	0.00

If acreage was incorrectly entered for any missing entry, users can open a new edit session to edit acreage as needed and re-save the updates.

211 Farms Not Active in Prior Years

A Identifying Recently Created Farms that are not Active in all Prior Years

Farms newly created in recent years (not the result of a reconstitution or farm transfer) may not have been replicated to 2019 and producers may not have requested to report acreage for all years. If a farm is active in 2026 but was not active for some or all years back to 2019 the system will notify the user of the missing farm history when the Acreage History and Base Allocation software is opened for the farm. The system will display the following message:

“Farm or Parent Farm is not active in prior years. Farm must be copied to prior years and acreage recorded in CARS to populate acreage history. Contact State Office Farm Records Specialist for assistance.”



Missing acreage history because of the farm not being replicated to prior years will be highlighted in red.

Acreage History and Allocation for Farm: 2509831, 06-047-1

2019-2023 Acreage History Summary

Allocation Totals

Crop	2019	2020	2021	2022	2023	Total (19-23)	5-YR AVE
Covered Commodity	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Non-Covered Commodity					0.00	0.00	0.00

Farm Level Acreage History

Crop	Planting Status	2019	2020	2021	2022	2023	Total (19-23)	5-YR AVE	% P&CP
Flax	Initial Acres					0.00	0.00	0.00	0.00
	Double Acres					0.00	0.00	0.00	0.00
	Subsequent Acres					0.00	0.00	0.00	0.00
Non-Covered Commodity	Initial Acres					0.00	0.00	0.00	0.00
	Double Acres					0.00	0.00	0.00	0.00

Tract Level Acreage History

Actions	Tract	Crop	Planting Status	2019	2020	2021	2022	2023	Owners
5		Flax	Initial Acres					0.00	
5			Double Acres					0.00	
5			Subsequent Acres					0.00	
3398		Flax	Initial Acres					0.00	
3398			Double Acres					0.00	
3398			Subsequent Acres					0.00	
3398		Non-Covered Commodity	Initial Acres					0.00	
3398			Double Acres					0.00	

211 Farms Not Active in Prior Years (Continued)

A Identifying Recently Created Farms that are not Active in all Prior Years (Continued)

Users can view the Recon/Transfer History Mapping assignment block to identify that the broken farm history is because of New Farm creation.

Recon/Transfer History Mapping								
Tract	Program Year	Parent State	Parent County	Parent Farm	Parent Tract	Parent IBase	Hole Exists	Reason for Hole
11764	2022						<input type="checkbox"/>	New Farm
	2021						<input type="checkbox"/>	New Farm
	2020						<input type="checkbox"/>	New Farm
	2019						<input type="checkbox"/>	New Farm

B Updating Acreage History

Farms without any acreage history because of the farm not being active in prior years cannot be directly edited in the Acreage History software. The farm must be first copied back to 2019 by authorized State Office specialists. County Offices must notify their associated Farm Records specialists that a farm needs to be copied back to 2019. State Office specialists must follow instructions in 10-CM (Rev. 2) to review the farm and copy farms back to 2019.

Once a farm is copied to all prior years, the acreage history can be entered in CARS for the applicable years. When acreage history is entered in CARS, it will be updated automatically in the Acreage History and Base Allocation software.

## 212 Farms without Reported Acreage History

### A Identifying Farms Without Reported Acreage History

Farms may be active in Farm Records without having an annual acreage report submitted by associated producers. The Acreage History and Base Allocation software is accessible for all farms regardless of acreage reporting history. Farms with complete farm records history for any year but do not have any covered or eligible non-covered commodities reported in CARS will display with Farm Data populated but no additional acreage history listed. The following is an example of a farm with complete farm records history and no acreage report history for any year.

### B Updating Acreage History

Missing acreage history for a farms described in this paragraph must have any missing history loaded in CARS. When the Acreage History and Base Allocation software is opened for the farm the following system message will be displayed.

Once acreage history is entered into CARS for the applicable years, the information will be automatically updated in the Acreage History and Base Allocation software.

213 2019-2023 Acreage History Summary Document

**A Overview**

A summary of the acreage history can be generated as needed through the “2019-2023 Acreage History Summary” button. The acreage history summary will include all information in the following Acreage History assignment blocks:

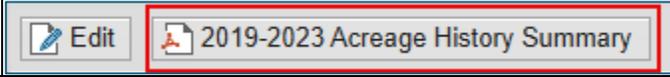
- Farm Data
- Covered and Non-Covered Commodity Acreage
- Farm Level Acreage History
- Tract Level Acreage History.

The generated summary will be in Adobe PDF format and can be saved or printed as needed.

**Note:** The button to generate the summary will not be available if the farm is in an open edit session.

**B Generating the Acreage History Summary**

The 2019-2023 Acreage History Summary document can be generated according to the following table.

Step	Action
1	<p>CLICK the “2019-2023 Acreage History Summary” button from the Acreage History tool menu.</p> 
2	<p>Acreage history summary document will generate in a separate internet browser tab in PDF format.</p> <p>Using Adobe tools, the document can be saved or printed as needed.</p> <p><b>Note:</b> Because the system opens a separate browser tab to display the generated summary document, users can close the tab when finished with the summary document, but must find the additional open browser window to navigate back to the farm Acreage History screen.</p>

213 2019-2023 Acreage History Summary Document (Continued)

C Example of Acreage Summary Document

The following is an example of the 2019-2023 Acreage History Summary document generated.

ALABAMA AUTAUGA	United States Department of Agriculture Farm Service Agency	FARM : 3000 Prepared : Nov 25, 2025 7:01:39 PM							
<b>Acreage History Summary Data from 2019 - 2023</b> <small>See Page 1 for non-discriminatory Statement.</small>									
Operator Name : Producer A Farmland Acres : 1238.43 Cropland Acres : 268.57 Double Cropped Acres : 0.00 CC Planting History : <input checked="" type="checkbox"/> ARCPLC G/W Eligibility : Eligible		2024 Base minus UB : 2024 UB : 2026 Existing Base minus UB : 0.00 2026 UB : 0.00 2026 Effective CL + CRP CL : 268.57 15% of Effective CL + CRP CL : 40.29							
<b>Covered and Non-Covered Commodity Acreage Summary</b>									
Crop	2019	2020	2021	2022	2023	Total (19-23)	5-YR AVG		
Covered Commodity	40.00	15.00	0.00	0.00	0.00	55.00	11.00		
Non-Covered Commodity	0.00	20.00	0.00	0.00	0.00	20.00	4.00		
<b>Farm Level Acreage History</b>									
Crop	Planting Status	2019	2020	2021	2022	2023	Total (19-23)	5-YR AVG	% PCP
Oats	Initial Acres	25.00	0.00	0.00	0.00	0.00	25.00	5.00	45.45
	Double Acres	0.00	0.00	0.00	0.00	0.00			
	Subsequent Acres	0.00	0.00	0.00	0.00	0.00			
Safflower	Initial Acres	15.00	15.00			0.00	30.00	6.00	54.55
	Double Acres	0.00	0.00			0.00			
	Subsequent Acres	0.00	10.00			0.00			
Non-Covered Commodity	Initial Acres	0.00	20.00	0.00	0.00	0.00	20.00	4.00	36.36
	Double Acres	0.00	0.00	0.00	0.00	0.00			
<b>Tract Level Acreage History</b>									
Tract	Crop	Planting Status	2019	2020	2021	2022	2023	Owner	
4575	Oats	Initial Acres	25.00	0.00	0.00	0.00	0.00	Producer A, Any Producer	
		Double Acres	0.00	0.00	0.00	0.00	0.00		
		Subsequent Acres	0.00	0.00	0.00	0.00	0.00		
	Non-Covered Commodity	0.00	0.00	0.00	0.00	0.00			
4576	Safflower	Initial Acres	15.00	15.00			0.00	Producer A, Any Producer	
		Double Acres	0.00	0.00			0.00		
		Subsequent Acres	0.00	10.00			0.00		
	Non-Covered Commodity	0.00	20.00			0.00			
	Double Acres	0.00	0.00			0.00			

*USDA is an equal opportunity provider, employer and lender.*

## 214 Acreage History Status Reports

### A Acreage History Report through CRM Farm Records Search

Users can generate status reports from the CRM Farm Records Search criteria options to identify farms with missing acreage history to assist with completing the research to complete the missing entries as applicable. The following reports can be generated by county through the CRM Farm Records Search Criteria:

- farms with missing acreage history because of broken farm constitution
- farms with complete acreage history
- farms with no acreage history in 1 or more years, not because of broken farm constitution.

214 Acreage History Status Reports (Continued)

**B Generating Reports from CRM Farm Records Search**

The following provides instructions for CRM Farm Records search options to generate county level Acreage History status reports.

Step	Action																																								
<b>Farms with Missing Acreage History Because of Broken Farm Constitution</b>																																									
1	Using the “Full Acreage History” search criteria line, select “No” as the search value.																																								
2	Verify or change the “Admin State” and “Admin County” as applicable for the search.																																								
3	Change the Maximum Number of Results to a great value to ensure all farms with missing history for the county are returned with the search.																																								
4	CLICK “Search”.																																								
5	Results List will return all farms with missing acreage history in any year.  <div data-bbox="371 735 1471 915" data-label="Table"> <p><b>Result List: 3 Installed Bases Found</b></p> <table border="1"> <thead> <tr> <th>Farm Number</th> <th>IBase ID</th> <th>Admin State</th> <th>Admin County</th> <th>Farm Status</th> <th>ARCPLC G/I/F</th> <th>Farmland Acres</th> <th>ARCPLC Status</th> <th>Created On/At</th> <th>Changed On/At</th> </tr> </thead> <tbody> <tr> <td>9</td> <td>3252</td> <td>ALABAMA</td> <td>AUTAUGA</td> <td>Active</td> <td>Partial or Missi...</td> <td>59.13</td> <td></td> <td>04/12/2013 09:...</td> <td>08/15/2022 11:...</td> </tr> <tr> <td>1234</td> <td>8408</td> <td>ALABAMA</td> <td>AUTAUGA</td> <td>Active</td> <td>Eligible</td> <td>39.72</td> <td></td> <td>04/12/2013 09:...</td> <td>03/23/2023 13:...</td> </tr> <tr> <td>3000</td> <td>128293016</td> <td>ALABAMA</td> <td>AUTAUGA</td> <td>Active</td> <td>Eligible</td> <td>1,238.43</td> <td></td> <td>09/17/2015 12:...</td> <td>10/28/2022 15:...</td> </tr> </tbody> </table> </div> <p><b>Note:</b> If the Results List indicates that more Installed Bases Found than the entered number of Maximum Number of Results, modify the max number in Step 3 and search again.</p> <div data-bbox="420 1102 1214 1272" data-label="Form"> <p>Maximum Number of Results: 100</p> <p>Search Clear Reset Save Search As: <input type="text"/> <input type="checkbox"/> Include View Save</p> <p><b>Result List: More Than 100 Installed Bases Found</b></p> </div>	Farm Number	IBase ID	Admin State	Admin County	Farm Status	ARCPLC G/I/F	Farmland Acres	ARCPLC Status	Created On/At	Changed On/At	9	3252	ALABAMA	AUTAUGA	Active	Partial or Missi...	59.13		04/12/2013 09:...	08/15/2022 11:...	1234	8408	ALABAMA	AUTAUGA	Active	Eligible	39.72		04/12/2013 09:...	03/23/2023 13:...	3000	128293016	ALABAMA	AUTAUGA	Active	Eligible	1,238.43		09/17/2015 12:...	10/28/2022 15:...
Farm Number	IBase ID	Admin State	Admin County	Farm Status	ARCPLC G/I/F	Farmland Acres	ARCPLC Status	Created On/At	Changed On/At																																
9	3252	ALABAMA	AUTAUGA	Active	Partial or Missi...	59.13		04/12/2013 09:...	08/15/2022 11:...																																
1234	8408	ALABAMA	AUTAUGA	Active	Eligible	39.72		04/12/2013 09:...	03/23/2023 13:...																																
3000	128293016	ALABAMA	AUTAUGA	Active	Eligible	1,238.43		09/17/2015 12:...	10/28/2022 15:...																																

214 Acreage History Status Reports (Continued)

B Generating Reports from CRM Farm Records Search (Continued)

Step	Action																																																		
<b>Farms with Complete Acreage History</b>																																																			
1	Using the “Full Acreage History” search criteria line, select “Yes” as the search value.																																																		
2	Verify or change the “Admin State” and “Admin County” as applicable for the search.																																																		
3	Change the Maximum Number of Results to a great value to ensure all farms with missing history for the county are returned with the search.																																																		
4	CLICK “Search”.																																																		
5	<p>Results List will return all farms with missing acreage history in any year.</p> <div data-bbox="375 625 1471 808" style="border: 1px solid black; padding: 5px;"> <p><b>Result List: 3 Installed Bases Found</b></p> <table border="1"> <tr> <td>New</td> <td>Farm Combination</td> <td>CCC-517</td> <td>156EZ Bulk Print</td> <td>Acreage Hist &amp; Allocation</td> <td>Filter:</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <th>Farm Number</th> <th>IBase ID</th> <th>Admin State</th> <th>Admin County</th> <th>Farm Status</th> <th>ARCPLC G/I/F</th> <th>Farmland Acres</th> <th>ARCPLC Status</th> <th>Created On/At</th> <th>Changed On/At</th> </tr> <tr> <td>9</td> <td>3252</td> <td>ALABAMA</td> <td>AUTAUGA</td> <td>Active</td> <td>Partial or Missi...</td> <td>59.13</td> <td></td> <td>04/12/2013 09:...</td> <td>08/15/2022 11:...</td> </tr> <tr> <td>1234</td> <td>8408</td> <td>ALABAMA</td> <td>AUTAUGA</td> <td>Active</td> <td>Eligible</td> <td>39.72</td> <td></td> <td>04/12/2013 09:...</td> <td>03/23/2023 13:...</td> </tr> <tr> <td>3000</td> <td>128293016</td> <td>ALABAMA</td> <td>AUTAUGA</td> <td>Active</td> <td>Eligible</td> <td>1,238.43</td> <td></td> <td>09/17/2015 12:...</td> <td>10/28/2022 15:...</td> </tr> </table> </div> <p><b>Note:</b> If the Results List indicates that more Installed Bases Found than the entered number of Maximum Number of Results, modify the max number in Step 3 and search again.</p> <div data-bbox="375 995 1166 1163" style="border: 1px solid black; padding: 5px;"> <p style="text-align: right;">Maximum Number of Results: <input type="text" value="100"/></p> <p> <input type="button" value="Search"/> <input type="button" value="Clear"/> <input type="button" value="Reset"/> <input type="text" value="Save Search As:"/> <input type="checkbox"/> Include View                 <input type="button" value="Save"/> </p> <p><b>Result List: More Than 100 Installed Bases Found</b></p> </div>	New	Farm Combination	CCC-517	156EZ Bulk Print	Acreage Hist & Allocation	Filter:					Farm Number	IBase ID	Admin State	Admin County	Farm Status	ARCPLC G/I/F	Farmland Acres	ARCPLC Status	Created On/At	Changed On/At	9	3252	ALABAMA	AUTAUGA	Active	Partial or Missi...	59.13		04/12/2013 09:...	08/15/2022 11:...	1234	8408	ALABAMA	AUTAUGA	Active	Eligible	39.72		04/12/2013 09:...	03/23/2023 13:...	3000	128293016	ALABAMA	AUTAUGA	Active	Eligible	1,238.43		09/17/2015 12:...	10/28/2022 15:...
New	Farm Combination	CCC-517	156EZ Bulk Print	Acreage Hist & Allocation	Filter:																																														
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1234	8408	ALABAMA	AUTAUGA	Active	Eligible	39.72		04/12/2013 09:...	03/23/2023 13:...																																										
3000	128293016	ALABAMA	AUTAUGA	Active	Eligible	1,238.43		09/17/2015 12:...	10/28/2022 15:...																																										
<b>Exporting Search Results to Excel</b>																																																			
1	<p>The Results List can be exported to excel as needed using the “Export to Spreadsheet” tool.</p> <div data-bbox="375 1318 1471 1409" style="border: 1px solid black; padding: 5px;"> <p><b>Result List: 56 Installed Bases Found</b></p> <table border="1"> <tr> <td>New</td> <td>Farm Combination</td> <td>CCC-517</td> <td>156EZ Bulk Print</td> <td>Acreage Hist &amp; Allocation</td> <td>Filter:</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <th>Farm Number</th> <th>IBase ID</th> <th>Admin State</th> <th>Admin County</th> <th>Farm Status</th> <th>ARCPLC G/I/F</th> <th>Farmland Acres</th> <th>ARCPLC Status</th> <th>Created On/At</th> <th>Changed On/At</th> </tr> </table> </div>	New	Farm Combination	CCC-517	156EZ Bulk Print	Acreage Hist & Allocation	Filter:					Farm Number	IBase ID	Admin State	Admin County	Farm Status	ARCPLC G/I/F	Farmland Acres	ARCPLC Status	Created On/At	Changed On/At																														
New	Farm Combination	CCC-517	156EZ Bulk Print	Acreage Hist & Allocation	Filter:																																														
Farm Number	IBase ID	Admin State	Admin County	Farm Status	ARCPLC G/I/F	Farmland Acres	ARCPLC Status	Created On/At	Changed On/At																																										
2	<p>To access the acreage history for any farm in the Results List, either:</p> <ul style="list-style-type: none"> <li>• CLICK the hyperlinked IBase Number for any listed farm</li> <li>• Select the farm row and click the “Acreage History &amp; Allocation” button.</li> </ul>																																																		

**214 Acreage History Status Reports (Continued)**

**C National Reports and Dashboard**

National reports and associated dashboard to monitor the status of completing acreage history are also available through the national ARC/PLC Acreage History and Base Allocation Tableau dashboards.

**215 – 224 (Reserved)**

### Section 3 Resolving Subsequent Acreage Automation

#### 225 Subsequent Acreage History

##### A Overview

Owners, as outlined in paragraph 45, have the option to designate covered commodities reported as subsequent acres in 2019-2023 to be used as acreage history when calculating base allocation instead of an initial reported covered commodity. Subsequently reported covered commodities are identified on the associated acreage report with crop status codes of J, JP, JF and are either system loaded or user entered in the Acreage History software at the tract and farm level history assignment blocks as “Subsequent” acres for each applicable covered commodity.

Subsequent acreage will only be used in the base acre allocation if the owner designates those acres over the initial planted acreage.

Recording the owner’s subsequent acreage decision is completed for a farm within the Farm Level Acreage History Summary assignment block in the Acreage History software in Midas CRM.

##### B Example

The following is an example of subsequent acre covered commodities loaded on a farm in the Acreage History software:

Farm Level Acreage History														
Status	Initiated Date	Initiated by	Submitted Date	Submitted by	Owner	Signature Date	Signature Method	Committed Date	Committed by	Reset Reason				
Crop	Planting Status	2019	2019 Sub (+/-)	2020	2020 Sub (+/-)	2021	2021 Sub (+/-)	2022	2022 Sub (+/-)	2023	2023 Sub (+/-)	Total (19-23)	5-YR AVG	% P&CP
Corn	Initial Acres			0.00		152.09		0.00		0.00		152.09	30.42	34.65
	Double Acres			0.00		0.00		0.00		0.00				
	Subsequent A...			0.00		0.00		143.44		0.00				
Grain Sorghum	Initial Acres			0.00		0.00		0.00		143.44		143.44	28.69	32.68
	Double Acres			0.00		0.00		0.00		0.00				
	Subsequent A...			0.00		0.00		0.00		0.00				
Barley	Initial Acres			0.00		0.00		143.44		0.00		143.44	28.69	32.68
	Double Acres			0.00		0.00		0.00		0.00				
	Subsequent A...			0.00		0.00		0.00		0.00				
Non-Covered...	Initial Acres			152.09		0.00		8.65		8.65		169.39	33.88	
	Double Acres			0.00		0.00		0.00		0.00				

225 Subsequent Acreage History (Continued)

C Accessing Subsequent Acres Resolution Process

Initiating the Subsequent Acres Resolution process will only be enabled if a farm has subsequent covered commodities identified in the Farm Level Acreage History assignment block.

Farm Level Acreage History		Subsequent Acres Resolution												
Status	Initiated Date	Initiated by	Submitted Date	Submitted by	Owner	Signature Date	Signature Method	Committed Date	Committed by	Revised/Reset Rea...				
Crop	Planting Status	2019	2019 Sub (+/-)	2020	2020 Sub (+/-)	2021	2021 Sub (+/-)	2022	2022 Sub (+/-)	2023	2023 Sub (+/-)	Total (19-23)	5-YR AVG	% F&CP
Wheat	Initial Acres	100.00		20.00		10.00		100.00		0.00		230.00	46.00	100.00
	Double Acres	0.00		0.00		0.00		0.00		0.00				
	Subsequent Ac...	0.00		0.00		0.00		0.00		0.00				
Soybeans	Initial Acres	0.00		0.00		0.00		0.00		0.00		0.00	0.00	0.00
	Double Acres	0.00		0.00		0.00		0.00		0.00				
	Subsequent Ac...	100.00		20.00		10.00		100.00		0.00				
Non-Covered C...	Initial Acres	0.00		0.00		0.00		0.00		0.00		0.00	0.00	
	Double Acres	0.00		0.00		0.00		0.00		0.00				

## 226 Accessing Farms with Subsequent Acreage

### A Overview

Farms with subsequent acres can be identified through the CRM Farm Records Search. A list of all farms with subsequent acres can be generated and exported as needed.

### B Action

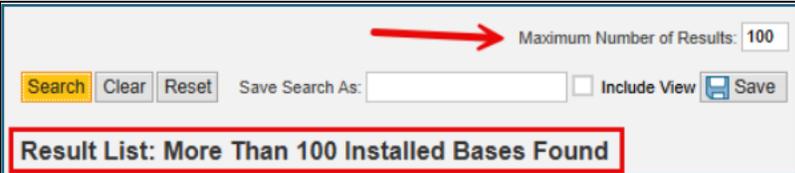
Complete the following to generate a list of farms with subsequent acres from the CRM Farm Records search options.

The screenshot shows the 'Search: Farms' interface. The search criteria are set to 'Search by Farm' with the following filters: Admin State is NEBRASKA (marked with a circled 2), Admin County is Any County (marked with a circled 2), and Subsequent Acres is Yes (marked with a circled 1). The 'Maximum Number of Results' is set to 100 (marked with a circled 3). The search button is marked with a circled 4. The result list is titled 'Result List: 8 Installed Bases Found' (marked with a circled 5) and includes columns for Farm Number, iBase ID, Admin State, Admin County, Farm Status, Farmland Acres, ARCPLC Status, Created On/At, Changed On/At, and Full Acreage History. A circled 6 highlights the export options in the top right of the table.

Farm Number	iBase ID	Admin State	Admin County	Farm Status	Farmland Acres	ARCPLC Status	Created On/At	Changed On/At	Full Acreage History
5241	999999100	NEBRASKA	Any County	Active	72.96	Success	09/16/2020 15:18:02	04/08/2025 18:10:31	
5243	999999101	NEBRASKA	Any County	Active	90.43	Success	09/17/2020 12:32:20	03/20/2025 17:08:06	
5244	999999102	NEBRASKA	Any County	Active	152.37	Success	09/17/2020 12:32:20	03/20/2025 17:04:38	
5263	999999103	NEBRASKA	Any County	Active	256.55	Success	01/06/2021 15:21:43	07/08/2025 12:04:42	
5282	999999104	NEBRASKA	Any County	Active	314.77	Success	02/11/2021 16:34:06	04/14/2021 14:05:34	
5318	999999105	NEBRASKA	Any County	Active	137.31		05/03/2021 10:31:07	09/18/2024 16:17:35	
5477	999999106	NEBRASKA	Any County	Active	697.83	Success	05/17/2023 14:59:15	04/08/2025 18:10:52	
5549	999999107	NEBRASKA	Any County	Active	471.69		11/18/2024 13:53:18	11/19/2024 09:48:36	

226 Accessing Farms with Subsequent Acreage (Continued)

B Action (Continued)

Step	Action
1	Using the “Subsequent Acres” search criteria line, select “Yes” as the search value.
2	Verify or change the Admin State and Admin County as applicable for the search.
3	Change the Maximum Number of Results to a greater value to ensure all farms with missing history for the county are returned with the search.
4	CLICK “Search”
5	<p>Results List will return all farms with subsequent acres in any year:</p> <div data-bbox="375 663 976 737" style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p><b>Result List: 8 Installed Bases Found</b></p> </div> <p><b>Note:</b> If the Results List indicates that more Installed Bases Found than the number of Maximum Number of Results, modify the max number in Step 3 and search again.</p> <div data-bbox="375 921 1170 1094" style="border: 1px solid gray; padding: 5px; margin-top: 10px;">  </div>
6	<p>The Results List can be exported to excel as needed using the “Export to Spreadsheet” tool.</p> <div data-bbox="375 1220 1373 1310" style="border: 1px solid gray; padding: 5px; margin-top: 10px;">  </div>
7	<p>To access the acreage history and view the subsequent acres for any farm in the Results List, either:</p> <ul style="list-style-type: none"> <li>• CLICK the hyperlinked IBase Number for any listed farm and access the Acreage History software from the Tools dropdown menu or</li> <li>• select the farm row and click the “Acreage History &amp; Allocation” button.</li> </ul>

227 Subsequent Acres Resolution Menu and Entries

A Overview

The Subsequent Acres Resolution process will be accessible if a farm has subsequent acre history associated. Subsequent Acres Resolution process allows user to enter the owner designation of subsequent crops and acres over initially reported crops.

The Subsequent Acres Resolution process is initiated from the Farm Level Acreage History assignment block.

B Subsequent Acres Resolution Tool

The following displays the “Subsequent Acres Resolution” option from the Farm Level Acreage History assignment block. Clicking on the button will initiate the subsequent acre resolution process to designate subsequent crops and acres to be used for acreage history.



Once “Subsequent Acres Resolution” is initiated, the toolbar changes and subsequent acre designation entries become editable. The status menu updates accordingly to track the progress of completing subsequent acre designations by an owner.

Toolbar, Status Menu, and editable entries options available when “Subsequent Acres Resolution” is initiated:

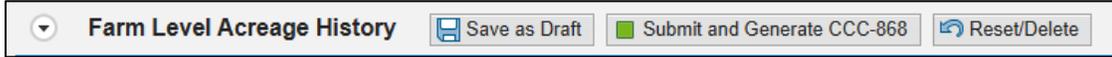
The screenshot shows the 'Farm Level Acreage History' interface after the 'Subsequent Acres Resolution' process has been initiated. The toolbar now includes 'Save as Draft', 'Submit and Generate CCC-868', and 'Reset/Delete' buttons. The main table displays the following data:

Crop	Planting Status	2019	2019 Sub (+/-)	2020	2020 Sub (+/-)	2021	2021 Sub (+/-)	2022	2022 Sub (+/-)	2023	2023 Sub (+/-)	Total (19-23)	5-YR AVG	% P&CP
Wheat	Initial Acres	100.00		20.00		10.00		100.00		0.00		230.00	46.00	100.00
	Double Acres	0.00		0.00		0.00		0.00		0.00				
	Subsequent Ac...	0.00		0.00		0.00		0.00		0.00				
Soybeans	Initial Acres	0.00		0.00		0.00		0.00		0.00		0.00	0.00	0.00
	Double Acres	0.00		0.00		0.00		0.00		0.00				
	Subsequent Ac...	100.00		20.00		10.00		100.00		0.00				
Non-Covered C...	Initial Acres	0.00		0.00		0.00		0.00		0.00		0.00	0.00	
	Double Acres	0.00		0.00		0.00		0.00		0.00				

227 Subsequent Acres Resolution Menu and Entries (Continued)

C Subsequent Acres Resolution Tools

After initiating the Subsequent Acres Resolution process, the following options are available on the toolbar:



Tool	Description
Save as Draft	Allows the user to save subsequent acre designations as needed without making the changes permanent or completing the next step to submit and generate CCC-868 for producer signature.
Submit and Generate CCC-868	Allows the initial generation of CCC-868 to document subsequent acre designations and obtain owner signature. CCC-868 can only be generated when: <ul style="list-style-type: none"> <li>• subsequent acre designations are entered for any year</li> <li>• owner is selected to populate on form.</li> </ul>
Reset/Delete	Deletes all subsequent acre designations entered and reset to blank

227 Subsequent Acres Resolution Menu and Entries (Continued)

**D Subsequent Acres Resolution Status Menu**

Status menu will document the status of the Subsequent Acres Resolution designations for the farm. Initial status when Subsequent Acres Resolution process is initiated:

Status	Initiated Date	Initiated by	Submitted Date	Submitted by	Owner	Signature Date	Signature Method	Committed Date	Committed by	Revised/Reset Reason
Initiated	12/23/2025	NEAL LEONARD								

Status Entries	Description
Status	System populated status identifying the progress of the subsequent acre designation in the software. Status entries include: Initiated, Submitted, Committed, Revised, and Cancelled
Initiated Date	System populated date the subsequent acres resolution process was initiated
Initiated By	System populated employee name who first initiated the subsequent acres resolution process
Submitted Date	System populated date the most recent CCC-868 is generated. Will be blank until CCC-868 is generated
Submitted By	System populated employee who generated the most recent CCC-868. Will be blank until CCC-868 is generated
Owner	User selected owner populated on the generated CCC-868. Owner must be selected before generating CCC-868 is allowed
Signature Date	User entry to document the date when the owner signed CCC-868
Signature Method	User entry to document how the signed CCC-868 was provided to the office
Committed Date	System populated date to document the date the owner signature date was entered. Will be blank until owner signature date is entered and saved
Committed By	System populated employee who entered the signature date and signature method. Will be blank until owner signature date and method are entered and saved
Revised/Reset Reason	If subsequent acres were revised or reset after initiating the process, system will document the action

227 Subsequent Acres Resolution Menu and Entries (Continued)

**E Subsequent Acre Designation Data Entries**

Designating subsequent acres to be used for base allocation is completed within the Farm Level Acreage history assignment block after accessing the Subsequent Acres Resolution option. “Year Sub (+/-)” entries become editable for crops within any specific year that have Subsequent Acreage and Initial Acreage greater than zero. In the example below, Subsequent Acreage history for Soybeans and Initial Acreage history for Wheat is listed in years 2019-2022. Editable entries allow a user to designate Subsequent Acres to be used as acreage history and Initial Acres to be reduced from another crop.

Crop	Planting Status	2019	2019 Sub (+/-)	2020	2020 Sub (+/-)	2021	2021 Sub (+/-)	2022	2022 Sub (+/-)	2023	2023 Sub (+/-)
Wheat	Initial Acres	100.00		20.00		10.00		100.00		0.00	
	Double Acres	0.00		0.00		0.00		0.00		0.00	
	Subsequent Ac...	0.00		0.00		0.00		0.00		0.00	
Soybeans	Initial Acres	0.00		0.00		0.00		0.00		0.00	
	Double Acres	0.00		0.00		0.00		0.00		0.00	
	Subsequent Ac...	100.00		20.00		10.00		100.00		0.00	
Non-Covered C...	Initial Acres	0.00		0.00		0.00		0.00		0.00	
	Double Acres	0.00		0.00		0.00		0.00		0.00	

Subsequent Acres greater than zero will be highlighted in grey. Editable entries will be blank and highlighted in white.

228 Entering Owner Designated Subsequent Acres

A Overview

Users can designate an owner’s decision to use subsequent acres for a crop instead of an initially reported crop using the “Sub (+/-) entries of the Farm Level Acreage History assignment block. For any Subsequent crop listed in a specific year, an owner can designate acres in the Initial Acres row under the Year Sub (+/-) column entry up to the total amount of subsequent acres reported. For any subsequent acreage designated, an equal amount of acres must be reduced from the associated crop with Initial Acres greater than zero in the same year. Reduction of Initial acres is indicated by entering a minus (-) acreage in the Initial Acres row under the Year Sub (+/-) column.

B Example

In 2019, 100 acres of initially planted wheat was reported followed by 100 acres of subsequently planted soybeans.

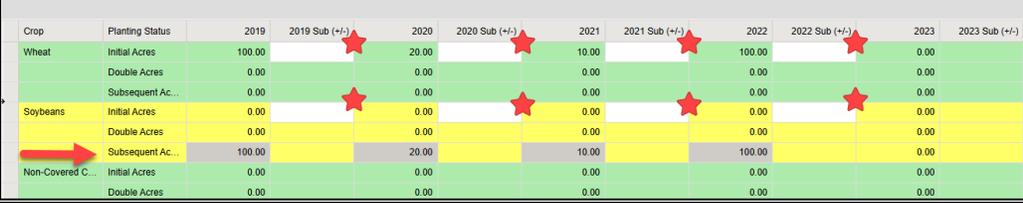
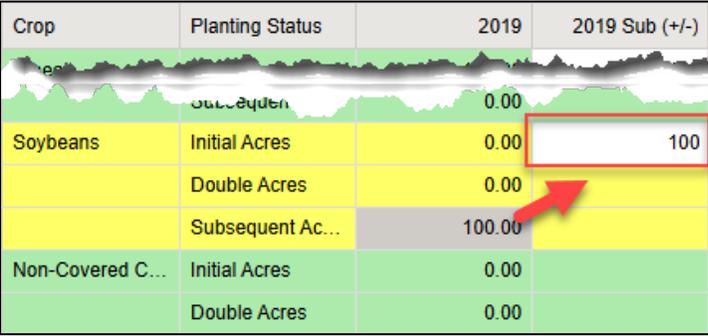
Owner chooses to use the 100 acres of soybeans as acreage history for base allocation instead of wheat. In “2019 Sub (+/-)” entries the user designates 100 acres of soybeans as Initial Acres and -100 acres of wheat reduced from Initial Acres.

Crop	Planting Status	2019	2019 Sub (+/-)	Crop	Planting Status	2019	2019 Sub (+/-)
Wheat	Initial Acres	100.00		Wheat	Initial Acres		-100
	Double Acres	0.00			Double Acres	0.00	
	Subsequent Ac...	0.00			Subsequent Ac...	0.00	
Soybeans	Initial Acres	0.00		Soybeans	Initial Acres		100
	Double Acres	0.00			Double Acres	0.00	
	Subsequent Ac...	100.00			Subsequent Ac...	100.00	
Non-Covered C...	Initial Acres	0.00		Non-Covered C...	Initial Acres	0.00	
	Double Acres	0.00			Double Acres	0.00	

228 Entering Owner Designated Subsequent Acres (Continued)

C Action

Complete the following steps to designate subsequent acres for a crop to be used as acreage history instead of Initial Acres:

Step	Instruction																																																																																																							
1	<p>CLICK “<b>Subsequent Acres Resolution</b>” button in the Farm Level Acreage History assignment block.</p> <p>Entries will become editable under “Year Sub (+/-)” for any year with a:</p> <ul style="list-style-type: none"> <li>crop reported with Subsequent Acres greater than zero</li> <li>crop(s) reported with Initial Acres greater than zero.</li> </ul>  <table border="1" data-bbox="386 737 1409 940"> <thead> <tr> <th>Crop</th> <th>Planting Status</th> <th>2019</th> <th>2019 Sub (+/-)</th> <th>2020</th> <th>2020 Sub (+/-)</th> <th>2021</th> <th>2021 Sub (+/-)</th> <th>2022</th> <th>2022 Sub (+/-)</th> <th>2023</th> <th>2023 Sub (+/-)</th> </tr> </thead> <tbody> <tr> <td rowspan="3">Wheat</td> <td>Initial Acres</td> <td>100.00</td> <td></td> <td>20.00</td> <td></td> <td>10.00</td> <td></td> <td>100.00</td> <td></td> <td>0.00</td> <td></td> </tr> <tr> <td>Double Acres</td> <td>0.00</td> <td></td> <td>0.00</td> <td></td> <td>0.00</td> <td></td> <td>0.00</td> <td></td> <td>0.00</td> <td></td> </tr> <tr> <td>Subsequent Ac...</td> <td>0.00</td> <td></td> <td>0.00</td> <td></td> <td>0.00</td> <td></td> <td>0.00</td> <td></td> <td>0.00</td> <td></td> </tr> <tr> <td rowspan="3">Soybeans</td> <td>Initial Acres</td> <td>0.00</td> <td></td> <td>0.00</td> <td></td> <td>0.00</td> <td></td> <td>0.00</td> <td></td> <td>0.00</td> <td></td> </tr> <tr> <td>Double Acres</td> <td>0.00</td> <td></td> <td>0.00</td> <td></td> <td>0.00</td> <td></td> <td>0.00</td> <td></td> <td>0.00</td> <td></td> </tr> <tr> <td>Subsequent Ac...</td> <td>100.00</td> <td></td> <td>20.00</td> <td></td> <td>10.00</td> <td></td> <td>100.00</td> <td></td> <td>0.00</td> <td></td> </tr> <tr> <td rowspan="2">Non-Covered C...</td> <td>Initial Acres</td> <td>0.00</td> <td></td> <td>0.00</td> <td></td> <td>0.00</td> <td></td> <td>0.00</td> <td></td> <td>0.00</td> <td></td> </tr> <tr> <td>Double Acres</td> <td>0.00</td> <td></td> <td>0.00</td> <td></td> <td>0.00</td> <td></td> <td>0.00</td> <td></td> <td>0.00</td> <td></td> </tr> </tbody> </table>	Crop	Planting Status	2019	2019 Sub (+/-)	2020	2020 Sub (+/-)	2021	2021 Sub (+/-)	2022	2022 Sub (+/-)	2023	2023 Sub (+/-)	Wheat	Initial Acres	100.00		20.00		10.00		100.00		0.00		Double Acres	0.00		0.00		0.00		0.00		0.00		Subsequent Ac...	0.00		0.00		0.00		0.00		0.00		Soybeans	Initial Acres	0.00		0.00		0.00		0.00		0.00		Double Acres	0.00		0.00		0.00		0.00		0.00		Subsequent Ac...	100.00		20.00		10.00		100.00		0.00		Non-Covered C...	Initial Acres	0.00		0.00		0.00		0.00		0.00		Double Acres	0.00		0.00		0.00		0.00		0.00	
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2	<p>For the crop with Subsequent Acres chosen by the owner to be used for acreage history, enter a positive acreage in the Initial Acres “YYYY” Sub (+/-) entry:</p>  <table border="1" data-bbox="386 1052 1094 1388"> <thead> <tr> <th>Crop</th> <th>Planting Status</th> <th>2019</th> <th>2019 Sub (+/-)</th> </tr> </thead> <tbody> <tr> <td>Wheat</td> <td>Subsequent</td> <td>0.00</td> <td></td> </tr> <tr> <td rowspan="3">Soybeans</td> <td>Initial Acres</td> <td>0.00</td> <td>100</td> </tr> <tr> <td>Double Acres</td> <td>0.00</td> <td></td> </tr> <tr> <td>Subsequent Ac...</td> <td>100.00</td> <td></td> </tr> <tr> <td rowspan="2">Non-Covered C...</td> <td>Initial Acres</td> <td>0.00</td> <td></td> </tr> <tr> <td>Double Acres</td> <td>0.00</td> <td></td> </tr> </tbody> </table> <p><b>Note:</b> Entered acreage cannot exceed the total number of Subsequent Acres listed for that crop in that year.</p>	Crop	Planting Status	2019	2019 Sub (+/-)	Wheat	Subsequent	0.00		Soybeans	Initial Acres	0.00	100	Double Acres	0.00		Subsequent Ac...	100.00		Non-Covered C...	Initial Acres	0.00		Double Acres	0.00																																																																															
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228 Entering Owner Designated Subsequent Acres (Continued)

C Action (Continued)

Step	Instruction																																																																																																																																														
3	<p>For the crop or crops with Initial Acres chosen by the owner to be reduced from the acreage history, enter a negative acreage in the Initial Acres “YYYY” Sub (+/-) entry:</p> <table border="1"> <thead> <tr> <th>Crop</th> <th>Planting Status</th> <th>2019</th> <th>2019 Sub (+/-)</th> </tr> </thead> <tbody> <tr> <td rowspan="3">Wheat</td> <td>Initial Acres</td> <td>100.00</td> <td>-100</td> </tr> <tr> <td>Double Acres</td> <td>0.00</td> <td></td> </tr> <tr> <td>Subsequent Ac...</td> <td>0.00</td> <td></td> </tr> <tr> <td rowspan="3">Soybeans</td> <td>Initial Acres</td> <td>0.00</td> <td>100</td> </tr> <tr> <td>Double Acres</td> <td>0.00</td> <td></td> </tr> <tr> <td>Subsequent Ac...</td> <td>100.00</td> <td></td> </tr> <tr> <td rowspan="2">Non-Covered C...</td> <td>Initial Acres</td> <td>0.00</td> <td></td> </tr> <tr> <td>Double Acres</td> <td>0.00</td> <td></td> </tr> </tbody> </table> <p><b>Notes:</b> Negative entries can be entered for multiple crops with Initial Acres that are associated with the subsequent acres.</p> <p>Negative entries must equal the number of acres designated from the Subsequent Acres in Step 2.</p>	Crop	Planting Status	2019	2019 Sub (+/-)	Wheat	Initial Acres	100.00	-100	Double Acres	0.00		Subsequent Ac...	0.00		Soybeans	Initial Acres	0.00	100	Double Acres	0.00		Subsequent Ac...	100.00		Non-Covered C...	Initial Acres	0.00		Double Acres	0.00																																																																																																																
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228 Entering Owner Designated Subsequent Acres (Continued)

C Action (Continued)

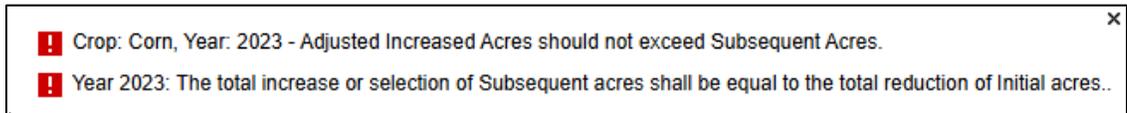
Step	Instruction																																																																																																																																																								
5	<p>PRESS “Enter” to accept the entries and check for validations. User can CLICK “Save as Draft” or proceed to generate CCC-868.</p> <div data-bbox="381 436 1437 730" style="border: 1px solid black; padding: 5px;"> <p><b>Farm Level Acreage History</b> <span>Save as Draft</span> <span>Submit and Generate CCC-868</span> <span>Reset/Delete</span></p> <table border="1"> <thead> <tr> <th>Status</th> <th>Initiated Date</th> <th>Initiated by</th> <th>Submitted Date</th> <th>Submitted by</th> <th>Owner</th> <th>Signature Date</th> <th>Signature Method</th> <th>Committed Date</th> <th>Committed by</th> <th>Revised/Reset Rea...</th> </tr> </thead> <tbody> <tr> <td>Initiated</td> <td>12/23/2025</td> <td>NEAL LEONARD</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>   <table border="1"> <thead> <tr> <th>Crop</th> <th>Planting Status</th> <th>2019</th> <th>2019 Sub (+/-)</th> <th>2020</th> <th>2020 Sub (+/-)</th> <th>2021</th> <th>2021 Sub (+/-)</th> <th>2022</th> <th>2022 Sub (+/-)</th> <th>2023</th> <th>2023 Sub (+/-)</th> <th>Total (19-23)</th> <th>5-YR AVG</th> <th>% P&amp;CP</th> </tr> </thead> <tbody> <tr> <td rowspan="3">Wheat</td> <td>Initial Acres</td> <td>100.00</td> <td>50.00-</td> <td>20.00</td> <td>10.00-</td> <td>10.00</td> <td>5.00-</td> <td>100.00</td> <td>50.00-</td> <td>0.00</td> <td></td> <td>230.00</td> <td>46.00</td> <td>100.00</td> </tr> <tr> <td>Double Acres</td> <td>0.00</td> <td></td> <td>0.00</td> <td></td> <td>0.00</td> <td></td> <td>0.00</td> <td></td> <td>0.00</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Subsequent AC</td> <td>0.00</td> <td></td> <td>0.00</td> <td></td> <td>0.00</td> <td></td> <td>0.00</td> <td></td> <td>0.00</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td rowspan="3">Soybeans</td> <td>Initial Acres</td> <td>0.00</td> <td>50.00</td> <td>0.00</td> <td>10.00</td> <td>0.00</td> <td>5.00</td> <td>0.00</td> <td>50.00</td> <td>0.00</td> <td></td> <td>0.00</td> <td>0.00</td> <td>0.00</td> </tr> <tr> <td>Double Acres</td> <td>0.00</td> <td></td> <td>0.00</td> <td></td> <td>0.00</td> <td></td> <td>0.00</td> <td></td> <td>0.00</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Subsequent AC</td> <td>100.00</td> <td></td> <td>20.00</td> <td></td> <td>10.00</td> <td></td> <td>100.00</td> <td></td> <td>0.00</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td rowspan="2">Non-Covered C.</td> <td>Initial Acres</td> <td>0.00</td> <td></td> <td>0.00</td> <td></td> <td>0.00</td> <td></td> <td>0.00</td> <td></td> <td>0.00</td> <td></td> <td>0.00</td> <td>0.00</td> <td></td> </tr> <tr> <td>Double Acres</td> <td>0.00</td> <td></td> <td>0.00</td> <td></td> <td>0.00</td> <td></td> <td>0.00</td> <td></td> <td>0.00</td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> </div> <p><b>Note:</b> System entries for Total, 5-YR AVG, and % P&amp;CP will be highlighted in blue to indicate that calculations have not been updated yet using subsequent acre designations since an owner signature has not been recorded in the system.</p>	Status	Initiated Date	Initiated by	Submitted Date	Submitted by	Owner	Signature Date	Signature Method	Committed Date	Committed by	Revised/Reset Rea...	Initiated	12/23/2025	NEAL LEONARD									Crop	Planting Status	2019	2019 Sub (+/-)	2020	2020 Sub (+/-)	2021	2021 Sub (+/-)	2022	2022 Sub (+/-)	2023	2023 Sub (+/-)	Total (19-23)	5-YR AVG	% P&CP	Wheat	Initial Acres	100.00	50.00-	20.00	10.00-	10.00	5.00-	100.00	50.00-	0.00		230.00	46.00	100.00	Double Acres	0.00		0.00		0.00		0.00		0.00					Subsequent AC	0.00		0.00		0.00		0.00		0.00					Soybeans	Initial Acres	0.00	50.00	0.00	10.00	0.00	5.00	0.00	50.00	0.00		0.00	0.00	0.00	Double Acres	0.00		0.00		0.00		0.00		0.00					Subsequent AC	100.00		20.00		10.00		100.00		0.00					Non-Covered C.	Initial Acres	0.00		0.00		0.00		0.00		0.00		0.00	0.00		Double Acres	0.00		0.00		0.00		0.00		0.00				
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228 Entering Owner Designated Subsequent Acres (Continued)

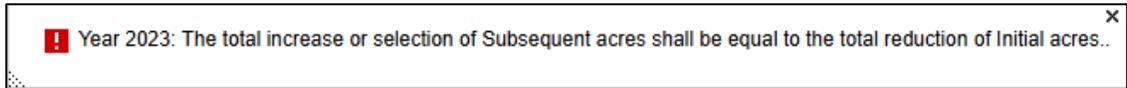
D Validations

System validations ensure that user entered designations meet specific criteria and users will receive system hard-stop messages if validations for designated acres are not met. Designated acres must be adjusted before entries can be saved or CCC-868 can be generated according to the following:

- entered subsequent acre designation cannot exceed the total number of Subsequent Acres reported for that crop in that year



- the number of subsequent acres designated as Initial and the total number of Initial Acres reduced from other crops must be equal



- Reduced Initial Acres cannot be more than added subsequent acres.



Users will receive system hard-stop messages if validations for designated acres are not met. Designated acres must be adjusted before entries can be saved or CCC-868 can be generated.

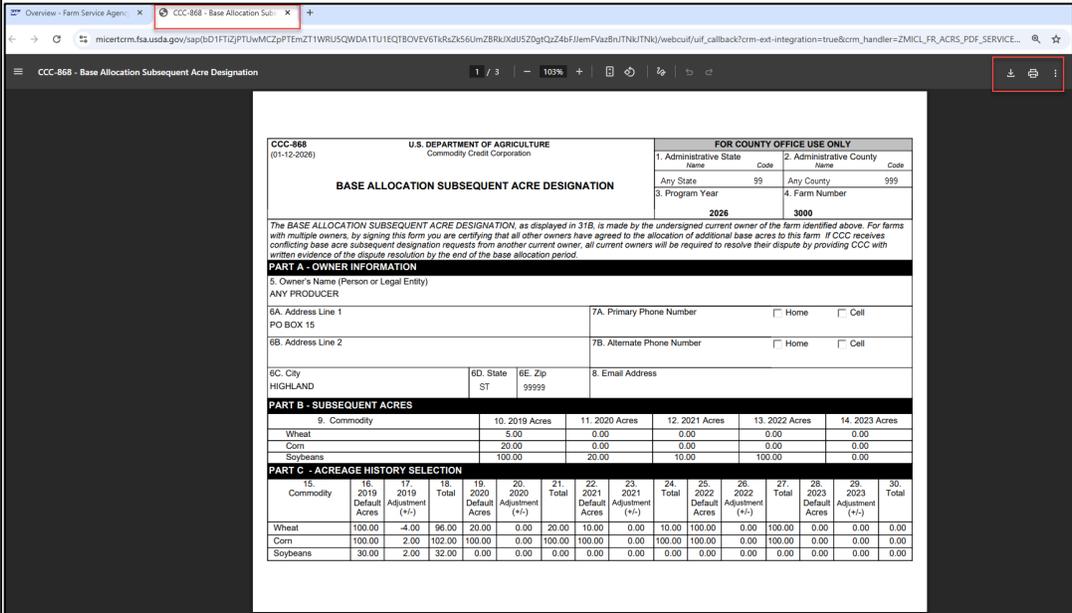
229 Generating CCC-868

A Overview

CCC-868 must be generated to document the subsequent acre designations by the owner and obtain an owner’s signature. To generate CCC-868, subsequent acre designations must be entered into the system for at least one year of cropping history and an owner on the farm must be selected to be populated on CCC-868. The owner selected should be the owner signing CCC-868.

B Action to Generate CCC-868

Complete the following to generate CCC-868:

Step	Instruction
1	If the subsequent acre designation process is not already open, CLICK “Subsequent Acres Designation” button
2	From the “Owner” drop-down menu of the Status bar, select the applicable owner to populate on CCC-868. 
3	CLICK “Submit and Generate CCC-868”. 
4	CCC-868 will open as an Adobe PDF document in a new browser tab. Users can print or save the document as needed. 
5	Close the browser tab to close the CCC-868 document. Navigate to the Acreage History and Base Allocation browser tab to go back to the Acreage History page.

229 **Generating CCC-868 (Continued)**

**C Subsequent Acres Designation Status after Generating CCC-868**

Subsequent acres designation status of “Submitted” will reflect CCC-868 has been generated for the farm. “Submitted Date” and “Submitted By” will identify the date CCC-868 was last generated in the system and the employee that generated the document.

Farm Level Acreage History										
Status	Initiated Date	Initiated by	Submitted Date	Submitted by	Owner	Signature Date	Signature Method	Committed Date	Committed by	Revised/Reset Rea...
Submitted	12/31/2025	Test ID-O&M Grantor...	01/05/2026	NEAL LEONARD	ANY PRODUCER					

**D Actions after Generating CCC-868**

Subsequent acre designations remain pending and are not committed to the acreage history calculations after generating CCC-868. Entries for “Total”, “5-YR AVG”, and “% P&PC” will remain highlighted in blue and calculations will not include the subsequent acre adjustments.

Actions after generating CCC-868 include:



- Commit
- Revise/Update
- Reset/Delete
- Reprint CCC-868.

Commit action can only be completed once the owner signature has been obtained on CCC-868 and entered into the system.

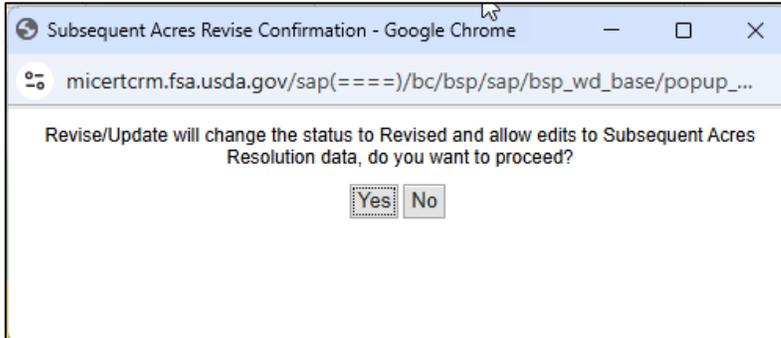
Subsequent acre designations can continue to be entered or revised even after generating CCC-868.

- Selecting the “Revise/Update” option will open editing for the subsequent acre designation entries again. Existing entries will remain populated but can be revised and additional designations entered. Designation status will change to “Revise” and the “Submitted Date”, “Submitted By”, and selected “Owner” will be removed from the status menu.
- Selecting the “Reset/Delete” option will open editing for the subsequent acre designation entries, but all existing entered designations will be deleted. Users can enter new designations as needed. Designation status will change to “Cancelled” and “Submitted Date”, “Submitted By”, and selected “Owner” will be removed from the status menu.

229 **Generating CCC-868 (Continued)**

**D Actions after Generating CCC-868 (Continued)**

Selecting either “Revise/Update” or “Reset/Delete” will prompt a verification message to the user that must be answered to proceed with the selected action:



CCC-868 can be regenerated at any time with the “Reprint CCC-868” option.

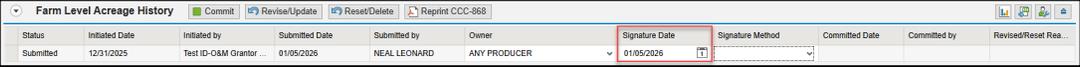
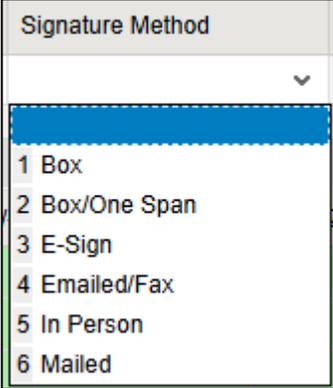
230 Documenting Owner Signature and Completing the Subsequent Acre Designation

A Overview

Designated subsequent acreage is not included in the acreage history totals and summary until the owner signature date on CCC-868 is entered into the application.

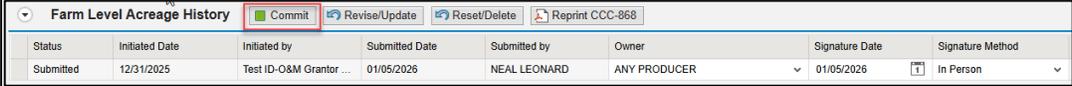
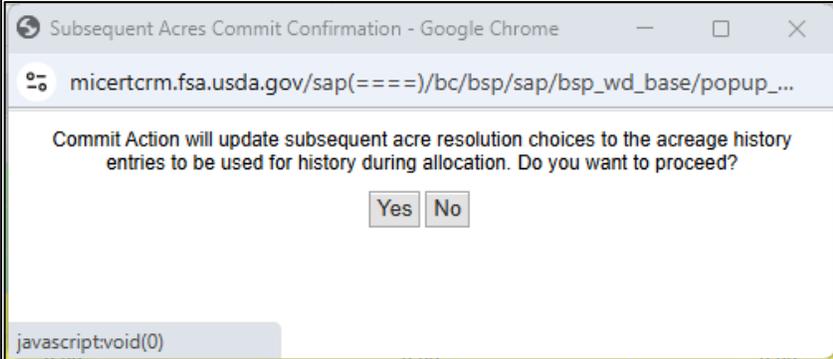
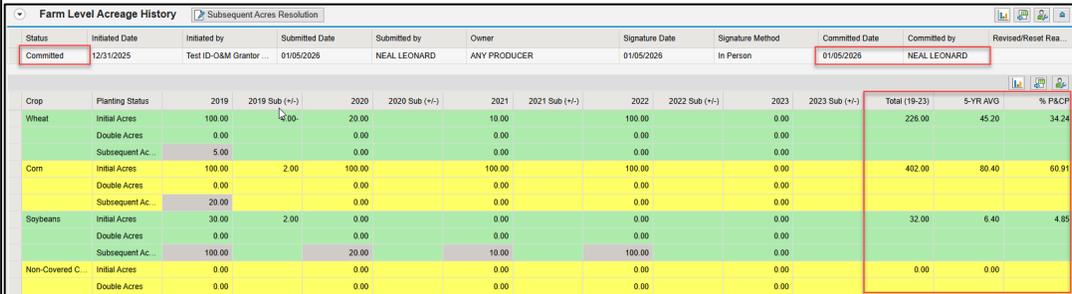
B Committing Designated Subsequent Acres to Acreage History

Complete the following to enter owner signature date and complete the process to commit the subsequent acre designations to the acreage history used for base allocation:

Step	Instruction
1	If the subsequent acre designation process is not already open, CLICK “ <b>Subsequent Acres Designation</b> ” button.
2	In the “Signature Date” entry of the status menu, select or enter date the owner signed CCC-868.  
3	Select the “Signature Method” documenting how the signed CCC-868 was returned to the office. Options for Signature Method include: <ul style="list-style-type: none"> <li>• Box</li> <li>• Box/One Span</li> <li>• E-Sign</li> <li>• Emailed/Fax</li> <li>• In Person</li> <li>• Mailed</li> </ul> 

230 Documenting Owner Signature and Completing the Subsequent Acre Designation (Continued)

B Committing Designated Subsequent Acres to Acreage History (Continued)

Step	Instruction
4	<p>CLICK “Commit” to accept the signature entries and complete the designation process.</p>  <p>CLICK “Yes” to confirm the process:</p>  <p>The following will occur after clicking “Yes”:</p> <ul style="list-style-type: none"> <li>• subsequent Acres Designation process will close</li> <li>• status will be updated to “Committed”</li> <li>• Committed Date will be populated with the date the “Commit” action was completed</li> <li>• Committed By will be populated with the user that completed the action</li> <li>• subsequent acre designations will be included in the system calculations and summaries for acreage history to be used for base allocation. Blue highlights are removed.</li> </ul> 

## 231 Tracking Status of Subsequent Acre Designations

### A Overview

Users can track the status of the subsequent acre designations entered in the system through the designation status. The following designation statuses will identify the progress of the owner designating the subsequent acres to be used for history.

- Initiated
- Submitted
- Committed
- Revised
- Cancelled.

Designations with a status of “Committed” have the process completed and acreage designation will be used for base allocation history.

### B Status Descriptions

The status of the subsequent acreage designations can be tracked to verify that designations completed by an owner have been completed in the system. The following table displays each status and description.

Status	Description
Initiated	Status when Subsequent Acres Designation for the farm is first accessed. “Initiated” status will remain until CCC-868 is generated or “Reset/Delete” is selected.
Submitted	Status when CCC-868 has been generated but the owner signature has not been entered.
Committed	Status when the owner signature and signature method have been entered. Committed status indicates the subsequent acre designation has been fully completed. The acreage adjustments will be totaled in the farm level acreage history totals, averages, and percentages for each crop using the subsequent acre designations.
Revised	Status when acreage adjustments have been Saved, Submitted, or Committed, but subsequently revised.
Cancelled	Status when acreage adjustments have been Saved, Submitted, or Committed but subsequently reset and deleted.

231 Tracking Status of Subsequent Acre Designations (Continued)

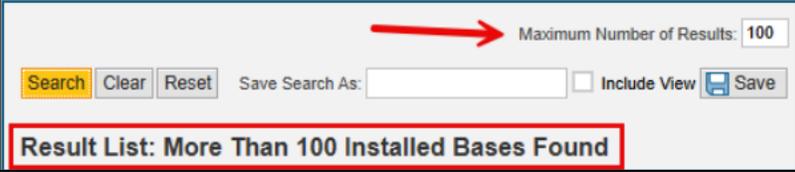
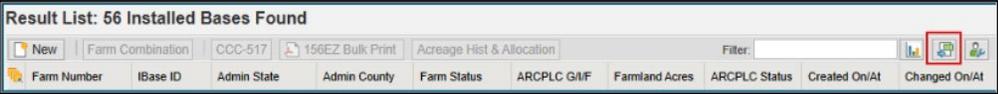
C Searching by Subsequent Acres Designation Status

The FR Search Criteria will allow users to search for farms based on the Subsequent Acres Resolution status to identify farms where the process has been initiated but not completed as shown in the following table.

Step	Instructions																																																							
1	<p>Using the “Subsequent Acres Resolution Status” search criteria line, select applicable status as the search value.</p> <div data-bbox="370 583 1291 1402" style="border: 1px solid black; padding: 5px;"> <p><b>Search Criteria</b></p> <p>* Specifying values for multiple fields will narrow the search results, while specifying different values for the se</p> <p style="text-align: center;">Search For: Search by Farm</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Farm Number</td> <td style="width: 10%;">equals</td> <td style="width: 40%;"></td> <td style="width: 10%; text-align: center;">+</td> <td style="width: 10%; text-align: center;">-</td> </tr> <tr> <td>Admin State</td> <td>is</td> <td>ALABAMA</td> <td style="text-align: center;">+</td> <td style="text-align: center;">-</td> </tr> <tr> <td>Admin County</td> <td>is</td> <td>-AUTAUGA</td> <td style="text-align: center;">+</td> <td style="text-align: center;">-</td> </tr> <tr> <td>IBase ID</td> <td>is</td> <td></td> <td style="text-align: center;">+</td> <td style="text-align: center;">-</td> </tr> <tr> <td>Farm Status</td> <td>is</td> <td></td> <td style="text-align: center;">+</td> <td style="text-align: center;">-</td> </tr> <tr> <td>ARCPLC Replication Status</td> <td>is</td> <td></td> <td style="text-align: center;">+</td> <td style="text-align: center;">-</td> </tr> <tr> <td>Base Reduction CCC-505 Status</td> <td>is</td> <td></td> <td style="text-align: center;">+</td> <td style="text-align: center;">-</td> </tr> <tr> <td>Base Redistribution CCC-517 S...</td> <td>is</td> <td></td> <td style="text-align: center;">+</td> <td style="text-align: center;">-</td> </tr> <tr> <td>PLC Yield Update - CCC-867 S...</td> <td>is</td> <td></td> <td style="text-align: center;">+</td> <td style="text-align: center;">-</td> </tr> <tr> <td>ARCPLC G/I/F Eligibility</td> <td>is</td> <td></td> <td style="text-align: center;">+</td> <td style="text-align: center;">-</td> </tr> <tr style="border: 2px solid red;"> <td style="border: 1px solid red;">Subsequent Acres Resolution S...</td> <td>is</td> <td></td> <td style="text-align: center;">+</td> <td style="text-align: center;">-</td> </tr> </table> <div style="margin-top: 5px;"> <span style="background-color: yellow; padding: 2px 5px;">Search</span> <span style="margin-left: 5px; padding: 2px 5px;">Clear</span> <span style="margin-left: 5px; padding: 2px 5px;">Reset</span> <span style="margin-left: 10px;">Save Search As: <input style="width: 50px;" type="text"/></span> </div> <div style="margin-top: 5px;"> <p><b>Result List</b></p> <div style="border: 1px solid black; padding: 2px; display: inline-block;"> <ul style="list-style-type: none"> <li style="background-color: #0070C0; color: white; padding: 2px;">✓</li> <li>CANC Cancelled</li> <li>COMP Committed</li> <li>INIT Initiated</li> <li>REVI Revised</li> <li>SUBM Submitted</li> </ul> </div> <div style="float: right; margin-top: 10px;"> <input style="width: 30px; text-align: center;" type="text" value="100"/> <span style="margin-left: 5px; padding: 2px 5px;">Save</span> </div> </div> </div>	Farm Number	equals		+	-	Admin State	is	ALABAMA	+	-	Admin County	is	-AUTAUGA	+	-	IBase ID	is		+	-	Farm Status	is		+	-	ARCPLC Replication Status	is		+	-	Base Reduction CCC-505 Status	is		+	-	Base Redistribution CCC-517 S...	is		+	-	PLC Yield Update - CCC-867 S...	is		+	-	ARCPLC G/I/F Eligibility	is		+	-	Subsequent Acres Resolution S...	is		+	-
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ARCPLC G/I/F Eligibility	is		+	-																																																				
Subsequent Acres Resolution S...	is		+	-																																																				
2	<p><b>Note:</b> Add additional search lines to search for multiple statuses at the same time.</p> <p>Verify or change the Admin State and Admin County as applicable for the search.</p>																																																							
3	<p>Change the Maximum Number of Results to a greater value to ensure all farms with missing history for the county are returned with the search.</p>																																																							
4	<p>CLICK “Search”.</p>																																																							

231 Tracking Status of Subsequent Acre Designations (Continued)

C Searching by Subsequent Acres Designation Status (Continued)

Step	Instructions
5	<p>Results List will return all farms with the selected subsequent acre status(s):</p> <p><b>Note:</b> If the Results List indicates that more Installed Bases Found than the entered number of Maximum Number of Results, modify the max number in Step 3 and search again.</p> 
6	<p>The Results List can be exported to excel as needed using the “Export to Spreadsheet” tool.</p> 
7	<p>To access the acreage history and view the subsequent acres for any farm in the Results List, either:</p> <ul style="list-style-type: none"> <li>• CLICK the hyperlinked IBase Number for any listed farm and access the Acreage History software from the Tools dropdown menu or</li> <li>• Select the farm row and click the “Acreage History &amp; Allocation” button.</li> </ul>



**Reports, Forms, Abbreviations, and Delegations of Authority**

**Reports**

None.

**Forms**

This table lists all forms referenced in this handbook.

<b>Number</b>	<b>Title</b>	<b>Display Reference</b>	<b>Reference</b>
CCC-505	Voluntary Permanent Base Acre Reduction	Par. 25	Text
CCC-517	Tract Redistribution	Par. 26	Text
CCC-518	Tract Price Loss Coverage (PLC) Yield Redistribution	Par. 132	131, 132, 149, 150
CCC-867	Yield Update for the Price Loss Coverage (PLC) Program	Par. 112	Text
CCC-868	Base Allocation Subsequent Acre Designation	Ex. 6	Text
CCC-869	Base Acre Allocation Opt-Out	Ex. 7	
FSA-578	Report of Acreage		45, Ex. 6
Base and Yield Notice	Notice of Acreage Bases, Payment Yields and CRP Reduction		22, 23, 27, 150

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

**Abbreviations or Acronym Not Listed in 1-CM**

The following abbreviations are not listed in 1-CM.

<b>Approved Abbreviations</b>	<b>Term</b>	<b>Reference</b>
CARS	Crop Acreage Reporting System	Text
CRM	Customer Relationship Management	Text
G/I/F	Grass, Idle, Fallow Farms	207, 208
PLC	Price Loss Coverage	Text

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

**Redelegations of Authority**

COC may redelegate authority to approve CCC-505's to CED, in routine cases. Redlegation must be documented in COC minutes.



## Definitions of Terms Used in This Handbook

### ARC

ARC means Agriculture Risk Coverage provided in 7 U.S.C. 9017.

### Base Acres

[7 CFR 1412.3] Base acres means, with respect to a covered commodity on a farm, the number of acres in effect on September 30, 2013, as defined in the regulations in 7 CFR Part 1412, subpart B that were in effect on that date, subject to any reallocation, adjustment, or reduction. Unless specifically stated otherwise, the term “base acres” includes any unassigned base acres when P&CP to a covered commodity or are eligible subsequently planted crop acreage.

### Bush

Bush means a low, branching, woody perennial plant, from which at maturity of the bush, an annual fruit or vegetable crop is produced.

### CCC-505 CRP Reduction Acres

CCC-505 CRP Reduction Acres means base acres reduced because of participation in CRP.

### Common Land Unit (CLU)

Common Land Unit (CLU) means the smallest unit of land that has a permanent, contiguous boundary, common land cover and land management, common owner, and common producer association (subject to certain exceptions for native sod, CRP, HEL status, or county boundary). For the purpose of FSA farm records, CLU boundaries delineated are also referred to as fields.

### Corn

Corn means field corn or sterile high-sugar corn that follows the standard planting and harvesting practices for corn for the area in which the corn is grown. Corn nuts, sweet corn, and corn varieties grown for decoration uses are not corn.

### Covered Commodity

[7 CFR 1412.3] Covered commodity means wheat, oats, and barley (including wheat, oats, and barley used for haying and grazing), corn, grain sorghum, long grain rice, medium grain rice, seed cotton, pulse crops, soybeans, other oilseeds, and peanuts.

**Definitions of Terms Used in This Handbook (Continued)****Crop Acreage Reporting System (CARS)**

Crop Acreage Reporting System (CARS) means the current web-based system that provides the capability to record and edit acreage reports.

**CRM (Customer Relationship Management)**

CRM (Customer Relationship Management) means the system that houses master data for Farm Records, Business Partner, and Product Master.

**Crop Year**

Crop year means the calendar year in which commodities were intended for harvest.

**Cropland**

Cropland is land that COC determines meets any of the following conditions:

- currently being tilled to produce a crop for harvest
  - not currently tilled, but has been tilled in a prior year and is suitable to be tilled for crop production
  - land that was tilled in a prior year, which is now seeded by drilling, broadcast, or other no-till planting practices
  - currently devoted to 1- or 2-row shelterbelt planting, orchard, vineyard, Christmas trees, or other related crops
  - in terraces that, according to FSA records, were cropped in the past even though they are no longer capable of being cropped
  - in sod waterways or filter strips planted to perennial cover
  - under CRP-1, including alternative perennials, until CRP-1 expires or is terminated
- Note:** See 2-CRP for alternative perennials.
- under GRP, when land was classified as cropland before being enrolled as GRP
  - under WRP, when land was classified as cropland before being enrolled as WRP

## Definitions of Terms Used in This Handbook (Continued)

### Cropland (Continued)

- new land broken out if both of the following conditions are met:
  - land is planted to a crop to be carried through to harvest
  - tillage and cultural practices in planting and harvesting the crop must be consistent with normal practices in the area.

Land classified as cropland shall be removed from this classification upon a determination by COC that the land is:

- no longer used for an agricultural use
- no longer suitable for producing a crop
- subject to a restrictive or permanent easement that prohibits the planting of an annual crop

**Note:** This does not include land under CRP-1, WRP, or land that is hayed, grazed, or both.

- converted to ponds, tanks, or trees.

**Note:** This does not include trees planted under CRP-1 or currently devoted to 1- to 2-row shelterbelt planting, orchard, or vineyard.

**Note:** Violations of HELC or WC provisions do not affect cropland classification.

### DCP Ag Related Activity Acres

DCP Ag Related Activity acres means acres that the land met the definition of cropland:

- at the time it was enrolled in PFC and the land is currently being used for an agricultural or related activity
- on or after April 4, 1996, and the land continues to be devoted to an agricultural or related activity.

**Note:** See 1-ARCPLC (Rev. 1) for a list of agricultural uses.

## Definitions of Terms Used in This Handbook (Continued)

### DCP Cropland

DCP cropland means land for which 1 or more of the following apply:

- the land currently meets the definition of cropland
- the land met the definition of cropland at the time it was enrolled in PFC and the land is currently being used for an agricultural or related activity
- the land met the definition of cropland on or after April 4, 1996, and the land continues to be devoted to an agricultural or related activity.

### DCP Cropland Method

DCP cropland method means the division of bases in the same proportion that the DCP cropland for each resulting tract relates to the DCP cropland on the parent tract.

**Note:** Reconstitution software divides base acres according to the ratio of effective DCP cropland on each resulting tract when the DCP cropland method is selected.

### Default Method

Default method means the division of bases for a parent farm with each tract maintaining the bases attributed to the tract level when the reconstitution is initiated in the system.

### Designation by Landowner Method

Designation by landowner method means the division of base acres in the manner agreed to by the parent farm owner and purchaser or transferee.

### Determined Acreage

Determined acreage means acreage established by an FSA representative by use of official acreage, digitizing areas on a photograph or other imagery, or computations from scaled dimensions or ground measurements.

### Double-Cropped Acreage

Double-Cropped acreage, for Farm Records, means acreage established based on historical double-cropping practices as defined under a previous Farm Bill.

**Definitions of Terms Used in This Handbook (Continued)****Double Cropping**

Double cropping means, as determined by the Deputy Administrator on a regional basis, consecutive planting of 2 specific crops that have the capability to be planted and carried to maturity for the intended uses, as reported by the producer, on the same acreage within a 12-month period. To be considered double cropping, the planting of 2 specific crops must be in an area where the FSA State Committee has determined that producers are typically able to repeat the same cycle successfully in a subsequent 12-month period under normal growing conditions.

**Effective Cropland**

Effective cropland means land that meets the definition of cropland minus acres currently enrolled in a conservation program.

**Effective DCP Cropland**

Effective DCP cropland means acreage that is calculated by subtracting the following cropland acres from DCP cropland:

- CRP
- GRP
- WBP
- WRP
- EWP
- State conservation
- Other conservation.

**Eligible Non-Covered Commodity**

Eligible non-covered commodity means all other commodities that are not considered a covered commodity, excluding the following:

- tobacco
- Cannabis sativa L. and any part of the plant that does not meet the definition of hemp
- CRP or other Federal Conservation Program Acres
- cover crops
- commodities that are reported as a tree, bush, vine, grass, idle, or fallow.

**Definitions of Terms Used in This Handbook (Continued)****Farm**

Farm means land made up of tracts that have the same owner and the same operator.

Land with different owners may be combined if all the land is operated by 1 producer with all of the following elements in common and substantially separate from that of any other tracts:

- labor
- equipment
- accounting system
- management.

**Note:** Land on which other producers provide their own labor and equipment, but do not meet the definition of an operator, shall not be considered a separate farm.

The minimum size required for land to be considered a “farm” for FSA program purposes is 1/100<sup>th</sup> of an acre on land that must be:

- part of a farming operation
- part of a business enterprise engaged in the production of agricultural products, commodities, or livestock
- operated by a person, legal entity, or joint operation that is eligible to receive payments directly or indirectly under 1 or more USDA programs.

**Farm Combination**

Farm combination means the consolidation of 2 or more farms, having the same operator, into 1 farm.

**Farm Division**

Farm division means the dividing of a farm into 2 or more farms because of a change in ownership or operation.

**Farming Operation**

Farm Operation means a business enterprise engaged in the production of agricultural products, commodities, or livestock, operated by a person, legal entity, or joint operation. A person or legal entity may have more than 1 farming operation if the person or legal entity is a member of 1 or more legal entity or joint operation.

## Definitions of Terms Used in This Handbook (Continued)

### Farm Records

Farm Records means the location for all land data including the farm, field, tract, and producers associated with specific farm.

### Farm Structure

Farm structure means the constitution of the farm. References to “farm structure” can be by date or crop year. When references to farm structure are by crop year, that means the farm as was last constituted as specified in 7 CFR Part 718 subpart C in that crop year.

### Farmland

Farmland means all acreage associated with the farm and ownership, including building sites.

### Field

Field, also referred to as CLU, means the smallest unit of land within a physical county that has a:

- permanent, contiguous boundary
- common land cover, land management, or both
- 1 common owner
- common producer association.

### Generic Base Acre

Generic base acre means the number of base acres for upland cotton in effect as of September 30, 2013, subject to any adjustment or reduction under [7 CFR Part 1412]. Generic base acres are always the same as upland cotton base acres. Generic base acres were allocated in FY 2018 with the Bipartisan Budget Act of 2018.

### Grain Sorghum

Grain Sorghum means grain sorghum of a feed grain or dual-purpose variety (including any cross that, at all stages of growth, have characteristics of a feed grain or dual-purpose variety) that follows the standard planting and harvesting practice for grain sorghum for the area in which the grain sorghum was planted. Sweet sorghum is not considered a grain sorghum.

**Definitions of Terms Used in This Handbook (Continued)****G/I/F Eligibility**

G/I/F Eligibility is an indicator in Farm Records beginning with the 2018 Farm Bill to identify farms that are eligible or ineligible for ARC/PLC Program benefits. Eligibility is determined using the farm structure as of June 2019. Farms with 100 percent acreage reported to grass, idle, or fallow for years 2009 through 2018 are identified as ineligible.

**Hemp**

Hemp means the plant species *Cannabis sativa* L. and any part of that plant, including the seeds thereof and all derivatives, extracts, cannabinoids, isomers, acids, salts, and salts of isomers, whether growing or not, with a delta-9 tetrahydrocannabinol concentration of not more than 0.3 percent on a dry weight basis, that is grown under a license or other required authorization issued by the applicable governing authority that permits the production of the hemp.

**Noncropland**

Noncropland means any field that does not meet the definition of cropland.

**Operator**

Operator means an individual, entity, or joint operation who is determined by COC as being in general control of the farming operations on the farm for the current year.

**Other Conservation Acres**

Other conservation acres are DCP cropland acres on the farm enrolled in a Federal conservation program other than CRP, WRP, EWP, WBP, and GRP for which payments are made in exchange for not producing an agricultural commodity on the acreage.

**Out-of-Balance Tract**

Out-of-balance tract is a tract that has base acres in excess of the tract's effective DCP cropland acres plus double-cropped acres.

## Definitions of Terms Used in This Handbook (Continued)

### Owner

Owner is an individual or entity who has legal ownership of farmland, including individuals or entities that are any of the following:

- buying farmland under a contract for deed
- retaining a life estate in the property
- purchasing a farm in a foreclosure proceeding and both of the following apply:
  - the redemption period has not passed
  - the original owner has not redeemed the property
- a spouse in a community property State
- spouses owning property jointly.

### Parent Farm

Parent farm means an active farm involved in an anticipated reconstitution.

### Person

Person means an individual who is a natural person and does not include a legal entity.

### Planted and Considered Planted (P&CP)

**[7 CFR 718.2] P&CP means with respect to an acreage amount, the sum of the planted and prevented planted acres on the farm approved by the FSA county committee for a crop. P&CP is limited to initially planted or prevented planted crop acreage, except for crops planted in an FSA-approved double-cropping sequence. Subsequently planted crop acreage and replacement crop acreage are not included as P&CP.**

### PLC

PLC means Price Loss Coverage codified at 7 U.S.C. 9016.

### PLC Yield

PLC yield means a yield used for PLC program under ARCPLC. Before the 2014 Farm Bill, this was known as the CC Yield.

**Definitions of Terms Used in This Handbook (Continued)****Producer**

Producer means an owner, operator, landlord, tenant, or sharecropper that shares in the risk of producing a crop and is entitled to share in the crop available for marketing from the farm, or would have shared had the crop been produced.

**Subsequently Planted Crop Acreage**

Subsequently planted crop acreage means acreage of a crop following an initial crop that is not in an approved double cropping combination.

**Tract**

Tract is a unit of contiguous land that is all of the following:

- 1 or more fields
- under 1 ownership
- operated as a farm or a part of a farm.

**Tract Division**

Tract division is the division of a tract into 2 or more tracts because of a change in ownership or operation. A tract division requires a subsequent farm division if all resulting owners have not agreed to have their land constituted as a single farm or if resulting tracts are under different operation.

**Tree**

Tree means a tall, woody plant having comparatively or potential great height.

**Unassigned Base Acre**

Unassigned base acre means the number of acres derived from generic base acres where no ARC or PLC payments are generated or earned. Unassigned base acre was created in the Bipartisan Budget Act of 2018. Unassigned base acres are considered base for Farm Records purpose and used when determining if a tract is over based and when dividing base acres during reconstitution.

**Vine**

Vine means a perennial plant that has a flexible stem supported by climbing, twining, or creeping along a surface.

## Definitions of Terms Used in This Handbook (Continued)

### Voluntarily Terminated

Voluntarily terminated means CRP-1 is terminated when 1 of the following apply:

- request for termination by applicable participants is received
- death of CRP participants with no succession to CRP-1
- termination is because of a natural disaster or through no fault of the participant.

**Important:** Terminating CRP-1 for any other reason, including the following, is not a voluntary termination:

- CRP-1 violation
- sale of land enrolled in CRP.

### Yield Extension

Yield extension for a crop on a tract equals:

- the crop's original base acres multiplied by the original yield for the crop,
- and in cases where base acres are being moved from 1 tract to another using CCC-517 the yield extension includes the crop's base acres that are being moved multiplied by the yield for the crop on the tract where the base acres originally existed.



### Eligible Covered Commodities, Types, and Intended Uses for 2026 Base Allocation

The following table provides eligible crops, crop codes, types and intended uses for covered commodities for base acres.

Crop Name	Crop Codes	Type Name	Intended Use
Barley	0091	All	FG, GR, GZ, SD
Canola	0711	All	GR, PR, SD
Chickpeas, Large	0047	Garbanzo, Large Kabuli (GAR)	DE, FG, PR, FH, SD
Chickpeas, Small	0047	<ul style="list-style-type: none"> <li>• Garbanzo, Small Kabuli (GAS)</li> <li>• Garbanzo, Desi (GAD)</li> </ul>	
Corn	0041	<ul style="list-style-type: none"> <li>• White (WHE)</li> <li>• Yellow (YEL)</li> <li>• Amylose (AMY)</li> <li>• Popcorn (POP)</li> <li>• Waxy (WXY)</li> <li>• High Amylase (AMA)</li> <li>• Blue (BLU)</li> <li>• Red (RED)</li> </ul>	FH, GR, PR, SD, SG, GZ
Cotton	0021	<ul style="list-style-type: none"> <li>• Upland</li> </ul>	
Crambe	0714		GR, SD
Flax	0031	All	GR, OL, PR, SD
Lentils	0401		DE, FG, GZ, SD
Mustard	0130	All	GR, PR, SD
Oats	0016	All	FG, GR, GZ, SD
Peanuts	0075	All	GP, HP, NP
Peas, Dry	0067	<ul style="list-style-type: none"> <li>• Austrian (AUS)</li> <li>• Green (GRN)</li> <li>• Umatilla (UMA)</li> <li>• Wrinkled (WSD)</li> <li>• Yellow (YEL)</li> </ul>	DE, FG, GZ, SD
Rapeseed	0129		FG, GR, GZ, PR, SD
Rice	0018 0904	<ul style="list-style-type: none"> <li>• Long Grain (LGR)</li> <li>• Medium Grain (MGR)</li> <li>• Short Grain (SGR)</li> <li>• Temperate Japonica (JCA)</li> </ul>	GR, PR, SD
Safflower	0079		FG, GR, PR, SD
Sesame	0396		GR, PR, SD
Sorghum	0051 0052	All	FG, GR, GZ, SD, SG
Soybeans	0081	All	FG, FH, GR, GZ, PR, SD
Sunflower	0078	All	FG, GR, PR, SD
Wheat	0011	All	FG, GR, GZ, SD



**Ineligible Commodities for 2026 Base Allocation**

The following table provides the list of ineligible commodities for the 2026 base allocation.

<b>Crop Code</b>	<b>Crop Name</b>	<b>TYPE</b>
0385	ABIU	
0172	ACEROLA	
7209	ACHACHAIRU	
0028	ALMONDS	
1165	ANTIDESMA	
0054	APPLES	
0326	APRICOTS	
0143	ARONIA (CHOKEBERRY)	
0997	ATEMOYA	
0106	AVOCADOS	
0108	BLUEBERRIES	
1290	BREADFRUIT	
0182	CACAO	
2050	CACTUS	
1166	CAIMITO	
6000	CANEBERRIES	
9057	CANISTEL	
0999	CARAMBOLA (STAR FRUIT)	
0494	CAROB	
1291	CASHEW	
8045	CHERIMOYA	
0128	CHERRIES	
0375	CHESTNUTS	
7321	CHRISTMAS TREES	
1298	CINNAMON	
0025	CITRON	
0175	COCONUTS	
0176	COFFEE	
0058	CRANBERRIES	
0325	CURRANTS	
0496	DATES	
0382	DURIAN	
0032	ELDERBERRIES	
0060	FIGS	

Ineligible Commodities for 2026 Base Allocation (Continued)

Crop Code	Crop Name	TYPE
1292	GENIP	
0424	GOOSEBERRIES	
0030	GRAPEFRUIT	
0053	GRAPES	
0127	GROUND CHERRY	
1167	GUAMABANA/SOURSOP	
0498	GUAVA	
1299	GUAVABERRY	
0376	HAZEL NUTS	
1297	HONEYBERRIES	
0138	HOPS	
0622	HUCKLEBERRIES	
0310	HYBRID POPLAR TREES	
0440	INDIGO	
7037	JACK FRUIT	
0490	JOJOBA	
2018	JUJUBE	
9906	JUNEBERRIES	
9907	KIWIBERRY	
0463	KIWIFRUIT	
0473	KUMQUATS	
0383	LANGSAT	
0035	LEMONS	
0499	LIMEQUATS	
0036	LIMES	
8004	LONGAN	
0500	LOQUATS	
8005	LYCHEE	
0469	MACADAMIA NUTS	
0464	MANGOS	
7208	MANGOSTEEN	
0100	MAPLE SAP	
1294	MESPLE	
9904	MAYHAW BERRIES	
0193	MORINGA	
0370	MULBERRIES	
0250	NECTARINES	
0421	NONI	
0501	OLIVES	
0023	ORANGES	

Ineligible Commodities for 2026 Base Allocation (Continued)

Crop Code	Crop Name	TYPE
0181	PAPAYA	
0502	PASSION FRUITS	
0381	PAWPAW	
0034	PEACHES	
0144	PEARS	
0146	PECANS	
3015	PEJIBAYE (HEART OF PALM)	
0465	PERSIMMONS	
0471	PINE NUTS	
0470	PISTACHIOS	
0380	PITAYA/Dragonfruit	
0466	PLUMCOTS	
0254	PLUMS	
0467	POMEGRANATES	
0086	PRUNES	
0384	PULASAN	
0906	PUMMELO	
0468	QUINCES	
0037	RAISINS	
7164	RAMBUTAN	
8008	SAPODILLA	
0998	SAPOTE	
0426	SCHIZANDRA BERRIES	
7505	SHRUBS/FORBS	
0428	STAR GOOSEBERRY	
0024	TANGELOS	
0048	TANGERINES	
1302	TANGORS	
0478	TANGOS	
0179	TEA	
7506	TREES, TIMBER	
1295	VANILLA	
0029	WALNUTS	
7320	WAMPEE	
7302	WAX JAMBOO FRUIT	
0427	WOLFBERRY/GOJI	

Ineligible Commodities for 2026 Base Allocation (Continued)

Crop Code	Crop Name	TYPE
0012	TOBACCO, CIGAR WRAPPER	
0001	TOBACCO, BURLEY	
0013	TOBACCO, BURLEY 31V	
0008	TOBACCO, CIGAR BINDER	
0010	TOBACCO, CIGAR FILLER	
0007	TOBACCO, CIGAR FILLER BINDER	
0005	TOBACCO, DARK AIR CURED	
0004	TOBACCO, FIRE CURED	
0002	TOBACCO, FLUE CURED	
0009	TOBACCO, MARYLAND	
0003	TOBACCO, VIRGINIA FIRE CURED	
0006	TOBACCO, VIRGINIA SUN CURED	
9920	CANNABIS	
0099	CRP	
0319	COVER CROP	
2006	WETLAND RESERVE PROGRAM	
0200	AGRICULTURAL CONSERVATION EASEMENT PROGRAM	
0102	GRASS	
0105	IDLE	
0101	FALLOW	
0296	MIXED FORAGE	IGS
0296	MIXED FORAGE	NSG
0776	WATER IMPOUNDMENT STRUCTURE	
0093	WATERBANK	
9011	WETLAND BANK RESERVE	
1250	GRASSLAND RESERVE PROGRAM	
0097	CONSERVATION STEWARDSHIP PROGRAM	

**CCC-868, Base Allocation Subsequent Acre Designation**

**A Example of CCC-868**

The following is an example of CCC-868.

<b>CCC-868</b> (1-12-26)		U.S. DEPARTMENT OF AGRICULTURE Commodity Credit Corporation		<b>FOR COUNTY OFFICE USE ONLY</b>											
<b>BASE ALLOCATION SUBSEQUENT ACRE DESIGNATION</b>		1. Administrative State <i>Name Code</i>		2. Administrative County <i>Name Code</i>											
		3. Program Year <b>2026</b>		4. Farm Number											
		The BASE ALLOCATION SUBSEQUENT ACRE DESIGNATION, as displayed in 31B, is made by the undersigned current owner of the farm identified above. For farms with multiple owners, by signing this form you are certifying that all other owners have agreed to the allocation of additional base acres to this farm. If CCC receives conflicting base acre subsequent designation requests from another current owner, all current owners will be required to resolve their dispute by providing CCC with written evidence of the dispute resolution by the end of the base allocation period.													
<b>PART A – OWNER INFORMATION</b>															
5. Owner's Name (Person or Legal Entity)															
6A. Address Line 1			7A. Primary Phone Number <input type="checkbox"/> Home <input type="checkbox"/> Cell												
6B. Address Line 2			7B. Alternate Phone Number <input type="checkbox"/> Home <input type="checkbox"/> Cell												
6C. City	6D. State	6E. Zip	8. Email Address												
<b>PART B – SUBSEQUENT ACRES</b>															
9. Commodity	10. 2019 Acres	11. 2020 Acres	12. 2021 Acres	13. 2022 Acres	14. 2023 Acres										
<b>PART C – ACREAGE HISTORY SELECTION</b>															
15. Commodity	16. 2019 Default Acres	17. 2019 Adjustment (+/-)	18. Total	19. 2020 Default Acres	20. 2020 Adjustment (+/-)	21. Total	22. 2021 Default Acres	23. 2021 Adjustment (+/-)	24. Total	25. 2022 Default Acres	26. 2022 Adjustment (+/-)	27. Total	28. 2023 Default Acres	29. 2023 Adjustment (+/-)	30. Total
<b>PART D – ACREAGE HISTORY FOR BASE ALLOCATION</b>															
31A. The farm's Default acreage history, for base allocation calculations.			31B. The farm's acreage history, as adjusted above for subsequent acres, for base allocation calculations.												
(1) Commodity	(2) Acres	(3) % of Base	(1) Commodity	(2) Acres	(3) % of Base										

**CCC-868, Base Allocation Subsequent Acre Designation (Continued)**

**A Example of CCC-868 (Continued)**

CCC-868 (1-12-26)			Page 2 of 2
Owner's Name (Person or Legal Entity)			
<b>PART E – SIGNATURE</b>			
32. Owner's Signature	33. Title/Relationship of Representative	34. Date (MM/DD/YYYY)	DATE STAMP
35. <input type="checkbox"/> Owner signature was loaded in software	36. CCC Representative Signature	37. Date (MM/DD/YYYY)	

**Privacy Act Statement:** The following statement is made in accordance with the Privacy Act of 1974 (5 USC 552a – as amended). The authority for requesting the information identified on this form is Pub. L. 119-21, One Big Beautiful Bill Act, 2025. The information will be used to determine what acreage will be counted for acreage history for base allocation. The information collected on this form may be disclosed to other Federal, State, Local government agencies, Tribal agencies, and nongovernmental entities that have been authorized access to the information by statute or regulation and/or as described in applicable Routine Uses identified in the System of Records Notice for USDA/FSA-2, Farm Records File (Automated). Providing the requested information is voluntary. However, failure to furnish the requested information will result in using the initial reported commodity in the base acreage history calculation.

**Paperwork Reduction Act (PRA) Statement:** The information collection is exempted from the Paperwork Reduction Act as specified in 7 U.S.C. 9091 (c)(2)(B)

**Non-Discrimination Statement:** In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the State or local Agency that administers the program or contact USDA through the Telecommunications Relay Service at 711 (voice and TTY). Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at <https://www.usda.gov/oascr/how-to-file-a-program-discrimination-complaint> and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Mail Stop 9410, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

USDA is an equal opportunity provider, employer, and lender.

CCC-868, Base Allocation Subsequent Acre Designation (Continued)

**B Completing CCC-868**

Complete CCC-868 according to the following instructions.

Item	Instructions
1	This will be populated by the automated system.
2	This will be populated by the automated system.
3	This is “2026” and will be populated by the automated system.
4	This will be populated by the automated system.
<b>Part A – Owner Information</b>	
5	<p>Prepopulated with the full name of the owner.</p> <p>Information is obtained from FSA records. If changes are needed, contact the County Office listed in item 2.</p>
6	<p>The following items are prepopulated:</p> <ul style="list-style-type: none"> <li>• item 6A with the first address line</li> <li>• item 6B with the second address line, if applicable</li> <li>• item 6C with the city</li> <li>• item 6D with the State</li> <li>• item 6E with the ZIP Code.</li> </ul> <p>Information is obtained from FSA records. If changes are needed contact the county office listed in item 2.</p>
7	<p>The following items are prepopulated:</p> <ul style="list-style-type: none"> <li>• item 7A with the primary phone number and indicate “Home” or “Cell”</li> <li>• item 7B with the alternate phone number and indicate “Home” or “Cell” (optional entry).</li> </ul> <p>Information is obtained from FSA records. If changes are needed contact the county office listed in item 2.</p>
8	<p>Prepopulated with producer’s email address (optional entry).</p> <p>Information is obtained from FSA records. If changes are needed contact the county office listed in item 2.</p>

**CCC-868, Base Allocation Subsequent Acre Designation (Continued)**

**B Completing CCC-868 (Continued)**

<b>Item</b>	<b>Instructions</b>
<b>Part B – Subsequent Acres</b>	
9	<p>Prepopulated with the eligible covered commodity.</p> <p>Information is obtained from FSA records on FSA-578's.</p> <p>If an FSA-578 is not on file for an eligible subsequent covered commodity, the owner can contact the county office to late-file an acreage report.</p>
10	<p>Prepopulated with eligible subsequent acres.</p> <p>Information is obtained from FSA records on the 2019 FSA-578.</p> <p>If an FSA-578 is not on file for 2019, the owner can contact the county office to late-file an acreage report.</p>
11	<p>Prepopulated with eligible subsequent acres.</p> <p>Information is obtained from FSA records on the 2020 FSA-578.</p> <p>If an FSA-578 is not on file for 2020, the owner can contact the county office to late-file an acreage report.</p>
12	<p>Prepopulated with eligible subsequent acres.</p> <p>Information is obtained from FSA records on the 2021 FSA-578.</p> <p>If an FSA-578 is not on file for 2021, the owner can contact the county office to late-file an acreage report.</p>
13	<p>Prepopulated with eligible subsequent acres.</p> <p>Information is obtained from FSA records on the 2022 FSA-578.</p> <p>If an FSA-578 is not on file for 2022, the owner can contact the county office to late-file an acreage report.</p>
14	<p>Prepopulated with eligible subsequent acres.</p> <p>Information is obtained from FSA records on 2023 FSA-578.</p> <p>If an FSA-578 is not on file for 2023, the owner can contact the county office to late-file an acreage report.</p>

CCC-868, Base Allocation Subsequent Acre Designation (Continued)

B Completing CCC-868 (Continued)

Item	Instructions
<b>Part C – Acreage History Selection</b>	
15	<p>Prepopulated with the eligible covered commodity.</p> <p>Information is obtained from FSA records on FSA-578's.</p> <p>If an FSA-578 is not on file for an eligible subsequent covered commodity, the owner can contact the county office to late-file an acreage report.</p>
16	<p>Prepopulated with initial and double cropping acres. Prepopulated with initial and double cropping acres.</p> <p>Information is obtained from FSA records on the 2019 FSA-578.</p> <p>If an FSA-578 is not on file for 2019, the owner can contact the County Office listed in item 2 to late-file an acreage report.</p>
17	<p>Used to designate the acreage to be added or reduced for the specific commodity due to subsequent acreage.</p> <p>Contact the local FSA office for assistance in determining value if applicable.</p>
18	<p>Used to calculate the total of items 16 and 17.</p> <p>Contact the local FSA office for assistance in determining value if applicable.</p>
19	<p>Prepopulated with initial and double cropping acres. Prepopulated with initial and double cropping acres.</p> <p>Information is obtained from FSA records on the 2020 FSA-578.</p> <p>If an FSA-578 is not on file for 2020, the owner can contact the County Office listed in item 2 to late-file an acreage report.</p>
20	<p>Used to designate the acreage to be added or reduced for the specific commodity due to subsequent acreage.</p> <p>Contact the local FSA office for assistance in determining value if applicable.</p>
21	<p>Used to calculate the total of items 19 and 20.</p> <p>Contact the local FSA office for assistance in determining value if applicable.</p>

CCC-868, Base Allocation Subsequent Acre Designation (Continued)

**B Completing CCC-868 (Continued)**

Item	Instructions
<b>Part C – Acreage History Selection</b>	
22	<p>Prepopulated with initial and double cropping acres. Prepopulated with initial and double cropping acres.</p> <p>Information is obtained from FSA records on the 2021 FSA-578.</p> <p>If an FSA-578 is not on file for 2021, the owner can contact the County Office listed in item 2 to late-file an acreage report.</p>
23	<p>Used to designate the acreage to be added or reduced for the specific commodity due to subsequent acreage.</p> <p>Contact the local FSA office for assistance in determining value if applicable.</p>
24	<p>Used to calculate the total of items 22 and 23.</p> <p>Contact the local FSA office for assistance in determining value if applicable.</p>
25	<p>Prepopulated with initial and double cropping acres. Prepopulated with initial and double cropping acres.</p> <p>Information is obtained from FSA records on the 2022 FSA-578.</p> <p>If an FSA-578 is not on file for 2022, the owner can contact the County Office listed in item 2 to late-file an acreage report.</p>
26	<p>Used to designate the acreage to be added or reduced for the specific commodity due to subsequent acreage.</p> <p>Contact the local FSA office for assistance in determining value if applicable.</p>
27	<p>Used to calculate the total of items 25 and 26.</p> <p>Contact the local FSA office for assistance in determining value if applicable.</p>
28	<p>Prepopulated with initial and double cropping acres. Prepopulated with initial and double cropping acres.</p> <p>Information is obtained from FSA records on the 2023 FSA-578.</p> <p>If an FSA-578 is not on file for 2023, the owner can contact the County Office listed in item 2 to late-file an acreage report.</p>
29	<p>Used to designate the acreage to be added or reduced for the specific commodity due to subsequent acreage.</p> <p>Contact the local FSA office for assistance in determining value if applicable.</p>
30	<p>Used to calculate the total of items 28 and 29.</p> <p>Contact the local FSA office for assistance in determining value if applicable.</p>

CCC-868, Base Allocation Subsequent Acre Designation (Continued)

B Completing CCC-868 (Continued)

Item	Instructions
<b>Part D – Acreage History for Base Allocation</b>	
31A	<p>The following items are prepopulated:</p> <ul style="list-style-type: none"> <li>• item (1) with the default commodity</li> <li>• item (2) with the default acres</li> <li>• item (3) with the % of base.</li> </ul> <p>Information is obtained from FSA records. If changes are needed, contact the County Office listed in item 2.</p>
31B	<p>The following items are prepopulated:</p> <ul style="list-style-type: none"> <li>• item (1) with the adjusted commodity</li> <li>• item (2) with the adjusted acres</li> <li>• item (3) with the adjusted % of base.</li> </ul> <p>Information is obtained and calculated based on part C. If changes are needed, contact the County Office listed in item 2.</p>
<b>Part E - Signature</b>	
32	Signature of owner requesting subsequent acre designation, must sign certifying to the information in Part C and D.
33	<p>If you are signing on behalf of an entity or another individual, enter your representative title/relationship to the entity or individual.</p> <p><b>Note:</b> If you are not signing in the representative capacity, this field should be left blank.</p>
34	Enter the date the form is signed. (MM-DD-YYYY)
35	CCC Representative checks the box when item 32 is loaded in software.
36	CCC representative that entered in software signs.
37	Enter the date CCC representative signs.
Date Stamp	The County Office will date stamp the form when received according to 1-CM.



CCC-869, Base Acre Allocation Opt-Out

A Example of CCC-869

The following is an example of CCC-869.

<b>CCC-869</b> (1-12-26)	U.S. DEPARTMENT OF AGRICULTURE Commodity Credit Corporation	<b>FOR COUNTY OFFICE USE ONLY</b>			
<b>BASE ACRE ALLOCATION OPT-OUT</b>		1. Administrative State <i>Name Code</i>	2. Administrative County <i>Name Code</i>		
		3. Program Year <b>2026</b>	4. Farm Number		
		<p><i>The BASE ACRE ALLOCATION OPT-OUT is made by the undersigned current owner of the farm identified above. For farms with multiple owners, by signing this form you are certifying that all other owners have agreed to opt out of the allocation of additional base acres to this farm. If CCC receives conflicting base acre allocation requests from another current owner, all current owners will be required to resolve their dispute by providing CCC with written evidence of the dispute resolution by the end of the base allocation period.</i></p>			
<b>PART A – OWNER INFORMATION</b>					
5. Owner's Name ( <i>Person or Legal Entity</i> )					
6A. Address Line 1		7A. Primary Phone Number <input type="checkbox"/> Home <input type="checkbox"/> Cell			
6B. Address Line 2		7B. Alternate Phone Number <input type="checkbox"/> Home <input type="checkbox"/> Cell			
6C. City	6D. State	6E. Zip	8. Email Address		
<b>PART B – SIGNATURES</b>					
<p><i>I hereby waive my eligibility to receive any additional base acres through the base acre allocation process authorized in the One Big Beautiful Bill Act of 2025. This waiver only applies to additional base acres that would be allocated to the farm number listed above, all current base acres will remain on the farm. For farms with multiple owners, by signing this form you are certifying that all other owners have agreed to opt out of the allocation of additional base acres to this farm.</i></p>					
9. Owner's Signature		10. Title/Relationship of Representative	11. Date (MM/DD/YYYY)		
12. <input type="checkbox"/> Waiver is loaded in software		13. CCC Representative Signature	14. Date (MM/DD/YYYY)		
<p><b>Privacy Act Statement:</b> <i>The following statement is made in accordance with the Privacy Act of 1974 (5 USC 552a – as amended). The authority for requesting the information identified on this form is Pub. L. 119-21, One Big Beautiful Bill Act, 2025. The information will be used to determine if additional base acres will not be allocated to the specified farm. The information collected on this form may be disclosed to other Federal, State, Local government agencies, Tribal agencies, and nongovernmental entities that have been authorized access to the information by statute or regulation and/or as described in applicable Routine Uses identified in the System of Records Notice for USDA/FSA-2, Farm Records File (Automated). Providing the requested information is voluntary. However, failure to furnish the requested information will result in additional base acres being automatically allocated the specified farm number.</i></p>					
<p><b>Public Burden Statement (Paperwork Reduction Act):</b> <i>The information collection is exempted from the Paperwork Reduction Act as specified in 7 U.S.C. 9091 (c)(2)(B).</i></p>					
			<table border="1" style="width: 100%; height: 80px; border-collapse: collapse;"> <tr> <td style="background-color: #cccccc; text-align: center;">DATE STAMP</td> </tr> <tr> <td style="height: 70px;"></td> </tr> </table>	DATE STAMP	
DATE STAMP					

CCC-869, Base Acre Allocation Opt-Out (Continued)

**B Completing CCC-869**

Complete CCC-868 according to the following table.

Item	Instructions
1	This will be populated by the automated system.
2	This will be populated by the automated system.
3	This is “2026” and will be populated by the automated system.
4	This will be populated by the automated system.
<b>Part A – Owner Information</b>	
5	<p>Prepopulated with the full name of the owner.</p> <p>Information is obtained from FSA records. If changes are needed, contact the County Office listed in item 2.</p>
6	<p>The following items are prepopulated:</p> <ul style="list-style-type: none"> <li>• item 6A with the first address line</li> <li>• item 6B with the second address line, if applicable</li> <li>• item 6C with the city</li> <li>• item 6D with the State</li> <li>• item 6E with the ZIP Code.</li> </ul> <p>Information is obtained from FSA records. If changes are needed contact the county office listed in item 2.</p>
7	<p>The following items are prepopulated:</p> <ul style="list-style-type: none"> <li>• item 7A with the primary phone number and indicate “Home” or “Cell”</li> <li>• item 7B with the alternate phone number and indicate “Home” or “Cell” (optional entry).</li> </ul> <p>Information is obtained from FSA records. If changes are needed contact the county office listed in item 2.</p>
8	<p>Prepopulated with producer’s email address (optional entry).</p> <p>Information is obtained from FSA records. If changes are needed contact the county office listed in item 2.</p>

CCC-869, Base Acre Allocation Opt-Out (Continued)

**B Completing CCC-869 (Continued)**

Item	Instructions
<b>Part B – Signatures</b>	
9	Signature of owner requesting to opt-out of base allocation
10	If you are signing on behalf of an entity or another individual, enter your representative title/relationship to the entity or individual.  <b>Note:</b> If you are not signing in the representative capacity, this field should be left blank.
11	Enter the date the form is signed. (MM-DD-YYYY)
12	CCC Representative checks the box when waiver is loaded in software.
13	CCC representative that entered in software signs.
14	Enter the date CCC representative signs.
Date Stamp	The County Office will enter date stamp the day the form is received according to 1-CM.



General Base and Yield Notification Letter

The following is an example of the General Base and Yield Notification letter.

	United States Department of Agriculture Farm Service Agency	Date: Apr 26, 2021			
<b>Summary of Bases, PLC Yields, Elections, HIP, and CRP Reductions</b>					
See Page 1 for non-discriminatory Statements.					
Sherman County - NE 4009 6TH AVE, SUITE 2 KEARNEY, NE 68845-2386 (308)237-3118					
Producer A 517 ANTHONY LN LINCOLN, NE 68520-1253					
Year : 2021 Farm : 3217 ARCPLC G//F Eligibility: Eligible					
Farm Summary Data					
Crop Name	Election Choice	HIP	Base Acres	PLC Yield	CCC-505 CRP Reduction Acres
Com	Price Loss Coverage		56.00	156	0.00
Grain Sorghum	Price Loss Coverage		0.70	75	0.00
Wheat	Price Loss Coverage		8.30	32	0.00
Above is a summary of the bases, yields, ARC/PLC program election choice, and Historical Irrigated Percentage (HIP) established for this farm. Contact your FSA Service Center Office for additional details or question concerning this farm.					
Owner : Producer B Operator : Producer A Farm Description : 31-163-3217					
<small>                     In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.                 </small>					
<small>                     Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.                 </small>					
<small>                     To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at <a href="http://www.ascr.usda.gov/complaint_filing_cust.html">http://www.ascr.usda.gov/complaint_filing_cust.html</a> and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) e-mail: <a href="mailto:program.intake@usda.gov">program.intake@usda.gov</a>. USDA is an equal opportunity provider, employer, and lender.                 </small>					

