

**UNITED STATES DEPARTMENT OF AGRICULTURE**

Farm Service Agency  
Washington, DC 20250

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**Noninsured Crop Disaster Assistance Program  
Automation for 2015 and Subsequent Years  
3-NAP**

**Amendment 7**

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



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**Amendment Transmittal**

**A Reasons for Amendment**

Paragraph 42 has been amended to:

- include marketing percentages in the Main Menu overview
- provide an updated Main Menu example showing the marketing percentage options
- include Main Menu actions for marketing percentages.

Subparagraph 175 C has been amended to clarify selection of native sod and organic status for approved yields.

Subparagraph 176 F and 177 E have been amended to add new CARS status codes for approved yields.

Paragraph 235 has been amended to:

- provide an updated screen print
- add new CARS status codes for SNAPP.

Paragraph 237 has been amended to provide updated:

- screen print for SNAPP Reports
- text for SNAPP Reports.

Part 3, Section 9 has been added to provide procedure for marketing percentages software. Marketing percentages is the process to capture contract and marketing data and calculate percentages when the HMP or DMP option is elected on CCC-471. See 1-NAP (Rev. 2), Part 4 for policy.

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<b>Page Control Chart</b>		
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## 41 Selecting State, County, and Year

### A Overview

After user is logged in and has been authenticated, the Select State, County, and Year Screen will be displayed. Users **must** select a State, county, and year to access NAP software in their home county. Users have the option of selecting “Nationwide Customer Service” from the left navigation menu on the Select State, County, and Year Screen. This provides the ability to access NAP software from any Service Center nationwide.

### B Example of Select State, County, and Year Screen

Following is an example of the Select State, County, and Year Screen.



The screenshot shows a web interface titled "Select State, County, and Year". It features two drop-down menus. The first is labeled "State-County:" and is currently set to "Mississippi - Coahoma". The second is labeled "Year:" and is currently set to "2015". Below these menus are two buttons: "Select" and "Exit NAP".

### C Action

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

- State and county
- year.

CLICK “**Select**”. Main Menu (paragraph 42) will be displayed.

## 42 Main Menu

### A Overview

After user has selected a State, county, and year, the Main Menu will be displayed. The Main Menu allows users to do any of the following:

- search for a unit by:
  - producer
  - unit number
- add, edit, or cancel the following:
  - application for coverage
  - approved yield by producer
  - approved yield by unit number
  - application for payment (future amendment)
  - notice of loss
  - supplemental process by producer
  - supplemental process by unit number
  - \*--contract marketing percentage
  - historical marketing percentage
  - direct marketing percentage.--\*
- record, manage, or cancel the following:
  - service fee collections
  - premium collections
- view and/or print the following:
  - application for coverage reports
  - notice of loss reports
  - approved yield reports
  - application for payment reports (future amendment)
  - unit maintenance reports
  - supplemental process reports
  - premium management reports
  - \*--contract marketing percentage
  - historical marketing percentage
  - direct marketing percentage.--\*
  - blank application for coverage form
  - blank notice of loss form
  - blank approved yield form
  - blank application for payment form (future amendment).
- sign approved yield
- access Estimated Premium Calculator.

42 Main Menu (Continued)

**B Example of Main Menu**

Following is an example of the Main Menu.

\*--

<b>Main Menu</b>		
<b>Year:</b> 2015	<b>State:</b> Mississippi	<b>County:</b> Coahoma
<p><b>Application for Coverage</b>  <a href="#">Add, Edit, or Cancel</a>  <a href="#">Calculate Estimated Premium</a>  <a href="#">View/Print Summary Of Coverage Reports</a></p> <p><b>Notice of Loss</b>  <a href="#">Add, Edit, or Cancel Reports</a></p> <p><b>Approved Yield</b>  <a href="#">Search by Producer</a>  <a href="#">Search by Unit Number</a>  <a href="#">Sign Approved Yield Reports</a></p> <p><b>Marketing Percentages</b>  <a href="#">Add, Edit, or Cancel CMP/HMP</a>  <a href="#">Add, Edit, or Cancel DMP Reports</a></p>	<p><b>Unit Maintenance</b>  <a href="#">Search by Producer</a>  <a href="#">Search by Unit Number Reports</a></p> <p><b>Supplemental Process</b>  <a href="#">Search by Producer</a>  <a href="#">Search by Unit Number Reports</a></p> <p><b>Premium Management</b>  <a href="#">Search by Producer Reports</a></p> <p><b>Blank Forms</b>  <a href="#">Application for Coverage Form</a>  <a href="#">Notice of Loss Form</a>  <a href="#">Approved Yield Form</a></p>	

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## 42 Main Menu (Continued)

## C Action

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

Option	Result
<b>Application for Coverage</b>	
Add, Edit, or Cancel	Search Application for Coverage Screen will be displayed.
Calculate Estimated Premium	SCIMS Customer Search Screen will be displayed.
Reports	Reports Screen will be displayed.
<b>Unit Maintenance</b>	
Search by Producer	SCIMS Customer Search Screen will be displayed.
Search by Unit Number	Search Unit Screen will be displayed
Reports	Reports Screen will be displayed.
<b>Notice of Loss</b>	
Add, Edit, or Cancel	Search Notice of Loss Screen will be displayed.
Reports	Reports Screen will be displayed.
<b>Supplemental Process</b>	
Search by Producer	SCIMS Customer Search Screen will be displayed.
Search by Unit Number	Search Supplemental Data Screen will be displayed
Reports	Reports Screen will be displayed.
<b>Approved Yields</b>	
Search by Producer	SCIMS Customer Search Screen will be displayed.
Search by Unit Number	Search Approved Yield Screen will be displayed.
Sign Approved Yield	Search Approved Yields to Sign Screen will be displayed.
Reports	Reports Screen will be displayed.
<b>Premium Management</b>	
Search by Producer	SCIMS Customer Search Screen will be displayed.
Reports	Reports Screen will be displayed.
<b>*--Marketing Percentages</b>	
Add, Edit, or Cancel CMP/HMP	Search CMP/HMP Screen will be displayed.
Add, Edit, or Cancel DMP	Search DMP Screen will be displayed.
Reports	Reports Screen will be displayed.--*
<b>Application for Payment (Future Amendment)</b>	
Add, Edit, or Cancel	Search Application for Payment Screen will be displayed.
Reports	Reports Screen will be displayed.
<b>Blank Forms</b>	
Application for Coverage	Blank CCC-471 will be displayed.
Notice of Loss	Blank CCC-576 (Page 1) will be displayed.
Approved Yield	Blank CCC-452 will be displayed.
Application for Payment	Blank CCC-576 (Page 2) will be displayed (future amendment).



175 Crop Selection (Continued)

C Field Descriptions and Actions

The following table provides field descriptions and actions for the Crop Selection Screen.

Field/Button	Description	
Unit	The Unit Details Screen will be displayed. See paragraph 173.	
Name	Crop combination for which an approved yield can be established.  Click the following: <ul style="list-style-type: none"> <li>• radio button for conventional crop approved yield</li> <li>• check box for certified or transitional organic crop</li> <li>• check box for native sod.</li> </ul> <p><b>Notes:</b> Crops without a county expected yield and/or State or national approval cannot be selected.</p> <p>“Certified Organic” and “Transitional Organic” will be *--displayed only if there is a respective yield factor in NCT.--*</p> <p>“Native Sod” will be displayed only in the applicable States according to 1-NAP (Rev. 2), Part 6 and contiguous counties.</p> <p>*--“Native Sod” and “Certified Organic” or “Transitional Organic” may be selected together if applicable.--*</p>	
Type		
Intended Use		
Practice		
Planting Period		
Certified Organic		
Transitional Organic		
Native Sod		
Continue		CLICK “ <b>Continue</b> ” after selecting the crop. Only 1 crop may be selected at a time. The Approved Yield Data Screen will be displayed. See paragraph 176.
Back		The previous screen will be displayed.
NAP Main Menu	The Main Menu will be displayed. See paragraph 42.	

If the NCT crop record is missing the county expected yield, or does not have State or national approval, a message will be displayed and the crop cannot be selected for an approved yield.

The Unit of Measure Conversion Screen will be displayed if the unit of measure has changed, either during the year or between years. See paragraph 185.

176 Approved Yield Data (Continued)

**F Field Descriptions and Actions for the “Historical Yields” Section**

The following table provides field descriptions and actions for the Approved Yield Data Screen, “Historical Yields” section.

Field/Button	Description
Year	<p>Ten crop years will be displayed, with the exception of apples and peaches, which is a maximum of 5 crop years. Years displayed will start with the prior year. Rotation farms only require data to be loaded for the years that the crop is planted.</p> <p><b>Note:</b> Lag year crops will have a 1-year lag.</p>
Elig Dis	<p>For historical year 2013 and subsequent years, the “Elig Dis” indicator is obtained from the applicable year’s notice of loss based on the approval or disapproval of the crop. In the absence of a notice of loss, the user must select “Yes” or “No”. “Yes” will allow for the replacement yield rules to apply for that year as provided in 1-NAP (Rev. 2), Part 7.</p> <p>”Elig Dis” indicator applies <b>only</b> if acres are greater than zero and production is equal or greater than zero.</p>
Acres Planted	<p>Acres planted will be obtained from CARS. In the absence of acres from CARS, load the planted acres as determined according to 1-NAP (Rev. 2), Part 6.</p> <p><b>Notes:</b> Planted acres will be obtained from CARS with a combination of the following 2-CP:</p> <ul style="list-style-type: none"> <li>• status codes: <ul style="list-style-type: none"> <li>• “D”</li> <li>• “E”</li> <li>• “F”</li> <li>• “G”</li> <li>• “H”</li> <li>• “I”</li> <li>• “O”</li> <li>• *--“R”--*</li> </ul> </li> <li>• supplemental status of: <ul style="list-style-type: none"> <li>• “failed”</li> <li>• “planted”</li> <li>• *--“not planted” for 2011 and 2012</li> <li>• “not applicable” for 2015 and subsequent years.--*</li> </ul> </li> </ul> <p>All other combinations of 2-CP codes are ineligible for NAP.</p> <p>Acres from CARS <b>cannot</b> be overridden.</p> <p>See subparagraph H for handling additional acres ineligible for NAP.</p>

176 Approved Yield Data (Continued)

**F Field Descriptions and Actions for the “Historical Yields” Section (Continued)**

Field/Button	Description
Actual Production	Enter the actual production as determined according to 1-NAP (Rev. 2), Part 7. If zero production is entered, the only valid record type is “4”.  <b>Note:</b> Do not include production from ineligible acres.
*--NAP Cov	System will check the box if an application for coverage is on file for the pay group for the historical year.--*
Record Types	Enter the record types that support the production entered. If record type “5” is selected, record the type of production record used in “Remarks” along with the applicable historical year. Record types are as follows: <ul style="list-style-type: none"> <li>• “1” for sold or commercial storage</li> <li>• “2” for on-farm storage, measurement</li> <li>• “3” for livestock feeding records</li> <li>• “4” for appraisal</li> <li>• “5” for other. Identify in “Remarks”.</li> </ul>
Yield Type	Determined by the system when users CLICK “Calculate Yield”. Normally left blank. Yield types “C” and “I” <b>must</b> be entered.
Yield	Calculated by the system when users CLICK “Calculate Yield”.
*-- 	Displayed after system or user enters a yield type. Click to remove yield type.--*

**G Yield Types**

“Actual Production” and “Record Types” fields are generally the only data items that need to be loaded. The “Eligible Disaster” indicator is based on notice of loss for 2013 and later years. In the absence of a notice of loss, the user must select “Yes” or “No”. The “Acres Planted” field for the most recent historical year comes from the acreage report for 2011 and later years. The “Yield Type” and “Yield” fields are calculated based on the data entries.

The following table provides yield types that are generated by the system based on data entries.

Yield Type	Remarks
A	Determined by the system when acres planted and actual production are present. The yield will be calculated by dividing the acreage into the production.
B	Determined by the system if a prior year approved yield is in the database, the crop was not covered by NAP in the applicable year, and there was no report of acres or production.
E	Determined by the system when acres planted and actual production are blank and there is 1 actual yield in the database. The yield will be calculated at 80 percent of the effective T-yield.

177 Yields on Native Sod Acreage (Continued)

\*--C Field Descriptions and Actions for the “Yield Data” Section for Native Sod (Continued)

Field/Button	Description
Adjusted Date	Date COC or STC minutes documented the determination of the adjusted T-yield.
Adjusted Reason	Applicable reason for the adjusted T-yield, from the following: <ul style="list-style-type: none"> <li>• age of stand/trees</li> <li>• elevation</li> <li>• inconsistent farming/management practice</li> <li>• multiple county T-yield variations</li> <li>• soil type</li> <li>• topography.</li> </ul>

D Example of “Historical Yields” Section for Native Sod

The following is an example of the “Historical Yields” section for native sod.

Historical Yields					
Year	NAP Cov	Elig Dis	Acres Planted	Actual Production	Record Types
					1 2 3 4 5
2014 ▼	<input type="checkbox"/>	▼			<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
2013 ▼	<input type="checkbox"/>	▼			<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
2012 ▼	<input type="checkbox"/>	▼			<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
2011 ▼	<input type="checkbox"/>	▼			<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
2010 ▼	<input type="checkbox"/>	▼			<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
2009 ▼	<input type="checkbox"/>	▼			<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
2008 ▼	<input type="checkbox"/>	▼			<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
2007 ▼	<input type="checkbox"/>	▼			<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
2006 ▼	<input type="checkbox"/>	▼			<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
2005 ▼	<input type="checkbox"/>	▼			<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

--\*

177 Yields on Native Sod Acreage (Continued)

**E Field Description and Action for the “Historical Yields” Section for Native Sod**

“Eligible Disaster” indicator, acres, production, and record type are the only data collected on the Approved Yield Data Screen, but it will not be used in the calculation of the approved yield. The data will be maintained and combined with the nonnative sod database when applicable.

The following table provides field descriptions and actions for the Approved Yield Data Screen, “Historical Yields” section for native sod.

Field/Button	Description
Year	<p>Ten crop years will be displayed, with the exception of apples and peaches, which is a maximum of 5 crop years. Years displayed will start with the prior year. Rotation farms only require data to be loaded for the years that the crop is planted.</p> <p><b>Note:</b> Lag year crops will have a 1-year lag.</p>
Elig Dis	<p>For historical year 2013 and subsequent years, the “Elig Dis” indicator is obtained from the applicable year’s notice of loss based on the approval or disapproval of the crop. In the absence of a notice of loss, the user must select “Yes” or “No”.</p> <p>The “Elig Dis” indicator applies only if acres are greater than zero and production is equal to or greater than zero.</p>
Acres Planted	<p>Acres planted will be obtained from CARS. In the absence of acres from CARS, load the planted acres as determined according to 1-NAP (Rev. 2), Part 6.</p> <p><b>Notes:</b> Planted acres will be obtained from CARS with a combination of the following 2-CP:</p> <ul style="list-style-type: none"> <li>• status codes: <ul style="list-style-type: none"> <li>• “D”</li> <li>• “E”</li> <li>• “F”</li> <li>• “G”</li> <li>• “H”</li> <li>• “I”</li> <li>• “O”</li> <li>• *--“R”--*</li> </ul> </li> <li>• supplemental status of: <ul style="list-style-type: none"> <li>• “failed”</li> <li>• “planted”.</li> <li>• *--“not applicable” for 2015 and subsequent years.--*</li> </ul> </li> </ul> <p>All other combinations of 2-CP codes are ineligible for NAP.</p> <p>Acres from CARS <b>cannot</b> be overridden.</p> <p>See subparagraph 176 H for handling additional ineligible acres for NAP.</p>

235 Entering Supplemental Data

A Overview

Supplemental Data Summary Screen will be displayed allowing entry of ineligible acres.

B Example of the Supplemental Data Screen

The following is an example of the Supplemental Data Screen.

\*--

Supplemental Data			
<b>Year:</b> 2015	<b>State:</b> Mississippi	<b>County:</b> Coahoma	
<b>Unit:</b> 1836 <a href="#">View</a>			
<b>Crop</b>			
<b>Crop:</b> BEANS	<b>Type:</b> BUTTER (BUT)		
<b>Intended Use:</b> Fresh (FH)	<b>Practice:</b> Non-Irrig		
<b>Planting Period:</b> 01	<b>Organic Type:</b> Transitional Organic		
<b>Native Sod:</b> No			
<b>PRODUCER, ANY 1</b> 50.00%	<b>Reported Acres/Colonies/Taps</b>	<b>Determined Acres/Colonies/Taps</b>	<b>Ineligible Acres/Colonies/Taps</b>
<b>PRODUCER, ANY 2</b> 50.00%			
<b>Planted:</b>	3.60	3.60	<input type="text"/>
<b>Prevented:</b>			N/A
<b>PRODUCER, ANY 1</b> 75.00%	<b>Reported Acres/Colonies/Taps</b>	<b>Determined Acres/Colonies/Taps</b>	<b>Ineligible Acres/Colonies/Taps</b>
<b>PRODUCER, ANY 2</b> 25.00%			
<b>Planted:</b>	1.60	1.60	<input type="text"/>
<b>Prevented:</b>			N/A
<b>Cancellation</b>			
Do you want to cancel this Supplemental Data?			
<input type="checkbox"/> Yes	Reason: <input type="text"/> <input type="button" value="v"/>		
<input type="button" value="Save &amp; Submit"/> <input type="button" value="Save &amp; Print"/> <input type="button" value="Cancel"/>			

--\*

## \*--235 Entering Supplemental Data (Continued)

**C Field Descriptions and Actions**

The following table provides field descriptions and actions for the Supplemental Data Screen.

<b>Field/Button</b>	<b>Description</b>
Unit	Unit number selected. <b>CLICK “View”</b> to display the producers on the unit.
Crop	Crop combination for which ineligible acres can be entered.
Producer and Share	Producers associated with the selected unit and shares from CARS for each producer.
Reported Acres/ Colonies/Taps	Acres, colonies, or taps reported in CARS.  See note following table.
Determined Acres/ Colonies/Taps	Acres, colonies, or taps from CARS entered as: <ul style="list-style-type: none"> <li>• determined</li> <li>• reported in the absence of determined.</li> </ul> See note following table.
Ineligible Acres/ Colonies/Taps	Enter acres that are <b>not</b> eligible for NAP. <b>Only</b> ineligible acres that have <b>not</b> already been excluded should be entered.  For acres reported with the intended use of GS, the ineligible acres must be the same for the GR and GZ SNAPP records, when both exist, for the reported acres.  Leave blank if there are <b>no</b> ineligible acres, colonies, or taps.  See note following table.
Planted, Prevented	Supplemental status from CARS associated with the reported acres, colonies, or taps.
Save & Submit	Click to retain data and redisplay the Search Supplemental Data Screen. See paragraph 233.
Save & Print	Click to retain data and print the information.
Cancel	Search Supplemental Data Screen will be displayed. See paragraph 233.

--\*

**235 Entering Supplemental Data (Continued)****C Field Descriptions and Actions (Continued)**

**Note:** SNAPP will obtain certified reported and determined acres that are recorded in CARS with a combination of the following 2-CP:

- status codes:
  - “D”
  - “E”
  - “F”
  - “G”
  - “H”
  - “I”
  - “O”
  - \*--“R”--\*
  
- supplemental status of:
  - “failed”
  - “planted”
  - “prevented”
  - \*--“not applicable”.--\*

All other combinations of 2-CP codes are ineligible for NAP.

\*--236 Editing and Reactivating Supplemental Data

A Overview

Supplemental Data Summary Screen will be displayed with the ineligible acres, colonies, or taps that were captured from the data entry process.

B Example of the Supplemental Data Summary Screen

Supplemental Data Summary			
<b>Year:</b> 2015	<b>State:</b> Mississippi	<b>County:</b> Coahoma	
<b>Unit:</b> 1836 <a href="#">View</a>			
<b>Crop</b>			
<b>Crop:</b> BEANS	<b>Type:</b> BUTTER (BUT)		
<b>Intended Use:</b> Fresh (FH)	<b>Practice:</b> Non-Irrig		
<b>Planting Period:</b> 01	<b>Organic Type:</b> Transitional Organic		
<b>Native Sod:</b> No			
<b>PRODUCER, ANY 1</b> 50.00%	<b>Reported Acres/Colonies/Taps</b>	<b>Determined Acres/Colonies/Taps</b>	<b>Ineligible Acres/Colonies/Taps</b>
<b>PRODUCER, ANY 2</b> 50.00%			
<b>Planted:</b>	3.60	3.60	0.60
<b>Prevented:</b>			N/A
<b>PRODUCER, ANY 1</b> 75.00%	<b>Reported Acres/Colonies/Taps</b>	<b>Determined Acres/Colonies/Taps</b>	<b>Ineligible Acres/Colonies/Taps</b>
<b>PRODUCER, ANY 2</b> 25.00%			
<b>Planted:</b>	1.60	1.60	
<b>Prevented:</b>			N/A
<b>Cancellation</b>			
Do you want to cancel this Supplemental Data?			
<input type="checkbox"/> Yes	Reason: <input type="text"/> <input type="button" value="v"/>		
<input type="button" value="Save &amp; Submit"/>	<input type="button" value="Save &amp; Print"/>	<input type="button" value="Cancel"/>	

--\*

## \*--236 Editing and Reactivating Supplemental Data (Continued)

**C Field Descriptions and Actions**

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

<b>Field/Button</b>	<b>Description</b>
Unit	Unit number selected. CLICK “ <b>View</b> ” to display the producers on the unit.
Ineligible Acres/ Colonies/Taps	<p>Edit acres that are <b>not</b> eligible for NAP. <b>Only</b> ineligible acres that have <b>not</b> already been excluded should be entered.</p> <p>For acres reported with the intended use of GS, the ineligible acres must be the same for the GR and GZ SNAPP records, when both exist, for the reported acres.</p> <p>Leave blank if there are <b>no</b> ineligible acres, colonies, or taps.</p> <p>See note in subparagraph 235 C.</p>
Cancellation	CLICK “ <b>Yes</b> ” to cancel the supplemental data and select the reason.
Save & Submit	<p>Click to retain data and redisplay the Search Supplements Data Screen. See paragraph 233.</p> <p><b>Note:</b> The supplemental data <b>must</b> be submitted to retain the data that is added, deleted, or changed on the Supplemental Data Summary Screen.</p>
Save & Print	Click to retain data and print the information.
Cancel	Search Supplemental Data Screen will be displayed. See paragraph 233.

--\*

## 237 Reports

### A Overview

The “Reports” option provides a list of reports that are available to be viewed or printed.

### B Example of Reports Screen

The following is an example of the Reports Screen.

\*--

**Reports**

**Year:** 2015      **State:** Mississippi      **County:** Coahoma

Completed Report  
 Canceled Report  
 County Summary Report  
 State Summary Report

Start Date:    
End Date:  

--\*

## 237 Reports (Continued)

## C Field Descriptions and Actions

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

Report/Field/Button	Action	Result
Completed Report	Manual selection.	Report will be displayed identifying supplemental data that has been entered and saved.
Canceled Report	Manual selection.	Report will be displayed identifying supplemental data records that have been canceled.
*--County Summary Report	Manual selection.	Report will be displayed with a summary by pay group of the number of completed and cancelled records in the county.
State Summary Report	Manual selection.	Report will be displayed with a summary, by county and pay group, of the number of completed and cancelled records in the State.--*
Start Date	Manual entry.	Enter a start date to limit data displayed on either of the reports.  <b>Note:</b> Start date is <b>not</b> required.
End Date	Manual entry.	Enter an end date to limit data displayed on either of the reports.  <b>Note:</b> End date is <b>not</b> required.
Create Report	Selected report will be displayed.	
NAP Main Menu	Main Menu will be displayed. See paragraph 42.	

238-249 (Reserved)



**\*--Section 9 Marketing Percentages****250 Marketing Percentages Options****A Overview**

Users may select any of the following options from the Marketing Percentages Menu:

- Add, Edit, or Cancel CMP/HMP, see paragraph 251
- Add, Edit, or Cancel DMP, see paragraph 256
- Reports, see paragraph 261.

The SCIMS Customer Search Screen will be displayed when the “Add/Search” button is clicked on either of the following screens:

- CMP/HMP Search Screen
- DMP Search Screen.

**B SCIMS Customer Search**

The SCIMS Customer Search Screen provides users with a method of searching in SCIMS to find the applicable producer. A producer may be selected by type, name, tax ID, or other. See 1-CM for additional information.--\*

\*--250 Marketing Percentages Options (Continued)

C Example of SCIMS Customer Search Screen

The following is an example of the SCIMS Customer Search Screen.

The user must select a customer based on search results by selecting the applicable producer. The crop selection screen for the applicable process will be displayed. See paragraph:

- 252 for CMP/HMP
- 257 for DMP.--\*

**\*--251 CMP/HMP Search Screen**

**A Overview**

The CMP/HMP Search Screen allows users to:

- add CCC-575
- edit CCC-575
- view/print CCC-575.

**B Example of CMP/HMP Search Screen**

The following is an example of the CMP/HMP Search Screen.

CMP/HMP - Search		
<b>Year:</b> 2015	<b>State:</b> Mississippi	<b>County:</b> Coahoma
<input type="button" value="Add/Search"/>		
Crop	Status	Action
<b>PRODUCER, ANY 1</b>		
BEANS, GREEN (GRN)	Canceled	<a href="#">View/Print</a> <a href="#">Reactivate</a>
PEAS, PURPLE HULL (PHL)	Initiated	<a href="#">View/Print</a> <a href="#">Edit</a>
<a href="#">Add CMP/HMP</a>		
<input type="button" value="Add/Search"/> <input type="button" value="NAP Main Menu"/>		

**C Status**

The “Status” column displays the status of the producer’s CCC-575:

- **“Initiated”** means the CCC-575 has been started but producer has not yet signed
- **“Signed by Producer”** means the producer has signed CCC-575
- **“FSA Rep Signed”** means the FSA representative has signed CCC-575
- **“Canceled”** means CCC-575 has been placed in canceled status because of either of the following:
  - changes to basic program data, for example, modification of CCC-471
  - manual cancellation by the user.--\*

**\*--251 CMP/HMP Search Screen (Continued)****D Field Descriptions and Actions**

The following table provides field descriptions and actions on CMP/HMP Search Screen.

<b>Field/Button</b>	<b>Description</b>
Add/Search	The SCIMS Customer Search Screen will be displayed. See paragraph 250.
View/Print	View or print CCC-575, Parts A through F.
Reactivate	Reactive canceled CCC-575. The CMP/HMP Data Entry Screen will be displayed. See paragraph 253.
Edit	Edit CCC-575. The CMP/HMP Summary Screen will be displayed. See paragraph 254.
Add CMP/HMP	The crop selection screen will be displayed. See paragraph 252.
NAP Main Menu	The Main Menu will be displayed. See paragraph 42.

--\*

**\*--252 CMP/HMP Crop Selection Screen**

**A Overview**

The CMP/HMP Crop Selection Screen will be displayed for selecting crops to enter CMP/HMP data.

The crops displayed for CMP/HMP will be those with HMP Option elected on CCC-471.

**B Example of the CMP/HMP Crop Selection Screens**

Following is an example of the CMP/HMP Crop Selection Screen.

CMP/HMP - Crop Selection		
<b>Year:</b> 2015	<b>State:</b> Mississippi	<b>County:</b> Coahoma
<b>Producer:</b> PRODUCER, ANY 1		
Crop		
<input type="radio"/>	BEANS, SNAP WAX (WAX)	
<input type="radio"/>	GREENS, TURNIP (TUR)	
<input type="radio"/>	PEPPERS, CAYENNE (CAY)	
<input type="radio"/>	PEPPERS, GREEN BELL (GRN)	
<input type="button" value="Continue"/>		<input type="button" value="Cancel"/>

**C Field Descriptions and Actions**

The following table provides field descriptions and actions for the CMP/HMP Crop Selection Screen.

Field/Button	Description
Crop	Crop with HMP election on CCC-471.
Continue	CMP/HMP Data Entry Screen will be displayed for the selected crop.
Cancel	Previous screen will be displayed.

--\*

**\*--253 CMP/HMP Data Entry**

**A Overview**

The CMP/HMP Data Entry Screen will be displayed allowing for the entry of either/or both:

- contracted production
- historical production.--\*

\*--253 CMP/HMP Data Entry (Continued)

**B Example of CMP/HMP Data Entry Screen**

The following is an example of the CMP/HMP Data Entry Screen.

CMP/HMP - Data Entry					
<b>Year:</b> 2015		<b>State:</b> Mississippi		<b>County:</b> Coahoma	
<b>Producer:</b> PRODUCER, ANY 1					
<b>Crop</b>					
<b>Crop Name:</b> PEPPERS <b>Crop Type:</b> CAYENNE (CAY) <b>Unit of Measure:</b> Pounds (LBS)					
<b>Contract Marketing Percentage (CMP)</b>					
Contracted Use	Contracted Production	Expected Production	CMP		
Fresh	<input type="text"/> LBS	23,790 LBS <a href="#">Review</a>			
Processed	<input type="text"/> CWT	602.32 CWT <a href="#">Review</a>			
<b>Fresh (FH) Expected Production(s) <a href="#">Hide</a></b>					
Unit	Practice, Planting Period Organic Status, Native Sod	Planted Acres	Ineligible Acres	Approved Yield	Expected Production
1794 Non-Irrig, 01		6.1000		3,900	23,790 LBS
<b>Processed (PR) Expected Production(s) <a href="#">Hide</a></b>					
Unit	Practice, Planting Period Organic Status, Native Sod	Planted Acres	Ineligible Acres	Approved Yield	Expected Production
1794 Non-Irrig, 01		3.3000		182.52	602.32 CWT
<b>Historical Marketing Percentage (HMP)</b>					
Year	Final Use	Acres	Production		HMP
2014	Fresh	4.1000	<input type="text"/>	LBS	
	Processed		<input type="text"/>	CWT	
2013	Fresh		<input type="text"/>	LBS	
	Processed		<input type="text"/>	CWT	
2012	Fresh		<input type="text"/>	LBS	
	Processed		<input type="text"/>	CWT	
<b>Average CMP/HMP</b>					
Final Use	Average HMP	CMP	Average Market Price		Highest Value CMP/HMP
Fresh			\$0.3500/LBS		
Processed			\$17.7500/CWT		
Juice			NCT record is not approved for this use.		
Save & Calculate		Save & Continue		Cancel	

--\*

\*--253 CMP/HMP Data Entry (Continued)

**C Field Descriptions and Actions**

Enter data for CMP and/or HMP as applicable. Production data must be entered in the unit of measure displayed by the data entry field on the data entry screen; this is the unit of measure from NCT. If multiple units of measure are represented, the system will convert:

- entered production data to pounds
- the average market price to a per pound basis.

When conversion is required, the converted data will be displayed on the summary screen.

The following table provides field descriptions and actions on the CMP/HMP Data Entry Screen.

Field/Button	Description	Action
Crop	Crop selected on CMP/HMP Crop Selection Screen.  Unit of Measure is from NCT unless multiple units of measure are represented, then it will be LBS.	
<b>Contract Marketing Percentage (CMP)</b>		
Contracted Use	Uses for selected crop/type that are approved on NCT.	
Contracted Production	Quantity of production producer contracted.	Enter the contracted production provided by the producer in the displayed NCT unit of measure.
Expected Production	Quantity determined by multiplying eligible acres by approved yield.	
CMP	Contract Marketing Percentage determined by the system based on contracted production and uses with approved NCT records.	
Review	Displays detail information for the expected production.	Click to display detail information.
<b>Expanded View</b>		
Hide	Closes the expanded view.	Click to close detail information view.
Unit	The unit(s) the producer is associated with for the selected crop.	
Practice	The practice, planting period, organic status, and native sod status of the selected crop.	
Planting Period		
Organic Status		
Native Sod		
Planted Acres	Acreage reported in CARS.	
Ineligible Acres	Ineligible acres documented in SNAPP.	
Approved Yield	Approved yield for the applicable unit and crop.	
Expected Production	Quantity determined by multiplying eligible acres by approved yield.	

--\*

## \*--253 CMP/HMP Data Entry (Continued)

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

<b>Field/Button</b>	<b>Description</b>	<b>Action</b>
<b>Historical Marketing Percentage (HMP)</b>		
Year	Three most recent historical years	
Final Use	Uses for selected crop/type that are approved on NCT.	
Acres	Acreage reported in CARS.	
Production	Quantity of production for the crop/type and year.	Enter the production provided by the producer in the displayed unit of measure.  If historical data is entered, production is required for each year with acres.
HMP	Historical Marketing Percentages determined by the system based on the production entered for each year.	
<b>Average CMP/HMP</b>		
Final Use	Uses for selected crop/type that are approved on NCT.	
Average HMP	Average of the HMP's based on the number of years with historical data entered.	
CMP	Display of CMP's.	
Average Market Price	Average market price for the selected crop/type approved on NCT.	
Highest Value CMP/HMP	Determined by system based on the highest average market price and the highest percentage for that price. Displays all values for either CMP or HMP.	
Save & Calculate	Manual selection.	Data will be saved and screen will be redisplayed with CMP and/or HMP percentages as applicable.
Save & Continue	Manual selection.	Data will be saved and CMP/HMP Summary Screen will be displayed.
Cancel	Previous screen will be displayed	

**254 CMP/HMP Summary and Signature Data****A Overview**

The CMP/HMP Summary Screen will be displayed.--\*

\*--254 CMP/HMP Summary and Signature Data

**B Example of CMP/HMP Summary Screen**

The following is an example of the CMP/HMP Summary Screen that provides percentage summary and signature data.

CMP/HMP - Summary				
<b>Year:</b> 2015	<b>State:</b> Mississippi	<b>County:</b> Coahoma		
<b>Producer:</b> PRODUCER, ANY 1				
<b>Crop</b>				
<b>Crop:</b> PEPPERS				
<b>Type:</b> CAYENNE (CAY)				
<b>Unit of Measure:</b> Pounds (LBS)				
<b>Direct Marketing Percentage</b>				
<b>Contract Marketing Percentage (CMP)</b>				
Contracted Use	Contracted Production	Expected Production	CMP	
Fresh	20,000 LBS	23,790 LBS	29.63%	
Processed	475.00 CWT (47,500.00 LBS)	602.32 CWT (60,232.00 LBS)	70.37%	
Juice				
<b>Historical Marketing Percentage (HMP)</b>				
Year	Final Use	Production	HMP	
2014	Fresh	10,000 LBS	50.51%	
	Processed	98.00 CWT (9,800.00 LBS)	49.49%	
	Juice			
2013	Fresh			
	Processed			
	Juice			
2012	Fresh	8,900 LBS	100.00%	
	Processed			
	Juice			
<b>Average CMP/HMP</b>				
Final Use	Average HMP	CMP	Average Market Price	Highest Value CMP/HMP
Fresh	75.25%	29.63%	\$0.3500/LBS	75.25%
Processed	24.75%	70.37%	\$17.7500/CWT (\$0.1775/LBS)	24.75%
Juice	NCT record is not approved for this use.			
<input type="button" value="Edit CMP/HMP"/>				
<b>Producer Signature</b>				
Signature Method: <input type="button" value="v"/>		Signature Date: <input type="text"/>		
<b>FSA Signature</b>				
FSA Representative Signature Date: <input type="text"/>				
<b>Cancellation</b>				
Do you want to cancel this CMP/HMP?				
<input type="checkbox"/> Yes		Reason: <input type="button" value="v"/>		
<input type="button" value="Save &amp; Submit"/>		<input type="button" value="Save &amp; Print"/>		<input type="button" value="Cancel"/>

**\*--254 CMP/HMP Summary and Signature Data (Continued)**

**C Field Descriptions and Actions**

The following table provides field descriptions and actions for the CMP/HMP Summary Screen.

If multiple units of measure are represented, the system displays:

- production as entered and converted to pounds, if applicable
- average market price from NCT and converted to a per pound basis, if applicable.

<b>Field/Button</b>	<b>Description</b>
Edit CMP/HMP	The CMP/HMP Data Entry Screen will be displayed to edit existing data. See paragraph 253.
Producer Signature	Enter producer’s signature method and date after the producer signs CCC-575.
FSA Signature	Enter FSA representative signature date after the representative signs CCC-575.
Cancellation	CLICK “Yes” to cancel the CMP/HMP and select the reason.
Save & Submit	Data will be saved and CMP/HMP Confirmation Screen will be displayed.
Save & Print	Data will be saved and CCC-575, Parts A through F will be displayed.
Cancel	Previous screen will be displayed.

--\*

**\*--255 CMP/HMP Confirmation**

**A Overview**

The CMP/HMP Confirmation Screen:

- provides confirmation that the data has been saved
- allows user to print CCC-575
- allows user to return to the NAP Main Menu
- provides a shortcut to create CCC-575 for another crop for the same producer
- provides a shortcut to create CCC-575 for another producer
- allows user to return to the search screen.

**B Example of CMP/HMP Confirmation Screen**

Following is an example of the CMP/HMP Confirmation Screen.

<b>CMP/HMP - Confirmation</b>		
<b>Year:</b> 2015	<b>State:</b> Mississippi	<b>County:</b> Coahoma
<b>Producer:</b> PRODUCER, ANY 1		
<p>CMP/HMP has been saved successfully.</p> <div style="display: flex; justify-content: center; gap: 10px;"> <span style="border: 1px solid gray; padding: 2px 10px;">Print</span> <span style="border: 1px solid gray; padding: 2px 10px;">NAP Main Menu</span> </div> <p><a href="#">Create CMP/HMP for another crop.</a></p> <p><a href="#">Create CMP/HMP for another producer.</a></p> <p><a href="#">Return to Search CMP/HMP.</a></p>		

**C Link/Button Descriptions and Actions**

The following table provides the links/buttons available on the CMP/HMP Confirmation Screen.

Link/Button	Description
Print	CCC-575, Parts A through F will be displayed.
NAP Main Menu	The Main Menu will be displayed. See paragraph 42.
Create CMP/HMP for another crop	The CMP/HMP Crop Selection Screen will be displayed. See paragraph 252.
Create CMP/HMP for another producer	The SCIMS Customer Search Screen will be displayed. See paragraph 250.
Return to Search CMP/HMP	The CMP/HMP Search Screen will be displayed. See paragraph 251.

--\*

**\*--256 DMP Search Screen**

**A Overview**

The DMP Search Screen allows users to:

- add CCC-575
- edit CCC-575
- view/print CCC-575.

**B Example of DMP Search Screens**

The following is an example of the CMP/HMP Search Screen.

DMP - Search		
<b>Year:</b> 2015	<b>State:</b> Mississippi	<b>County:</b> Coahoma
<input type="button" value="Add/Search"/>		
Crop	Status	Action
<b>PRODUCER, ANY 2</b>		
POTATOES SWEET, BEAUREGARD (BEA), Fresh (FH)	Canceled	<a href="#">View/Print</a> <a href="#">Reactivate</a>
<a href="#">Add DMP</a>		
<b>PRODUCER, ANY 1</b>		
CANTALOUPEs, Fresh (FH)	FSA Rep Signed	<a href="#">View/Print</a> <a href="#">Edit</a>
LETTUCE, BIBB (BIB), Fresh (FH)	FSA Rep Signed	<a href="#">View/Print</a> <a href="#">Edit</a>
RADISHES, HYBRID (HYB), Fresh (FH)	Initiated	<a href="#">View/Print</a> <a href="#">Edit</a>
<a href="#">Add DMP</a>		
<input type="button" value="Add/Search"/>		<input type="button" value="NAP Main Menu"/>

--\*

**\*--256 DMP Search Screen (Continued)****C Status**

The “Status” column displays the status of the producer’s CCC-575:

- **“Initiated”** means the CCC-575 has been started but producer has not yet signed
- **“Signed by Producer”** means the producer has signed CCC-575
- **“FSA Rep Signed”** means the FSA representative has signed CCC-575
- **“Canceled”** means CCC-575 has been placed in canceled status because of either of the following:
  - changes to basic program data, for example, modification of CCC-471
  - manual cancellation by the user.

**D Field Descriptions and Actions**

The following table provides field descriptions and actions on DMP Search Screen.

<b>Field/Button</b>	<b>Description</b>
Add/Search	The SCIMS Customer Search Screen will be displayed. See paragraph 250.
View/Print	View or print CCC-575, Parts A and G through I.
Reactivate	Reactivate canceled CCC-575. The DMP Data Entry Screen will be displayed. See paragraph 258.
Edit	Edit CCC-575. The DMP Summary Screen will be displayed. See paragraph 259
Add DMP	The CMP Crop Selection Screen will be displayed. See paragraph 257.
NAP Main Menu	The Main Menu will be displayed. See paragraph 42.

--\*

**\*--257 DMP Crop Selection Screen**

**A Overview**

The DMP Crop Selection Screen will be displayed for selecting crops to enter DMP data.

The crops displayed for DMP will be those with DMP Option elected on CCC-471 with intended use of fresh.

**B Example of the DMP Crop Selection Screens**

Following is an example of the Cop Selection Screen.

DMP - Crop Selection		
<b>Year:</b> 2015	<b>State:</b> Mississippi	<b>County:</b> Coahoma
<b>Producer:</b> PRODUCER, ANY 1		
Crop		
<input type="radio"/>	BEANS, GREEN (GRN), Fresh (FH)	
<input type="radio"/>	CANTALOUPEs, Fresh (FH)	
<input type="radio"/>	GREENS, COLLARDS (COL), Fresh (FH)	
<input type="radio"/>	LETTUCE, BIBB (BIB), Fresh (FH)	
<input type="button" value="Continue"/>	<input type="button" value="Cancel"/>	

**C Field Descriptions and Actions**

The following table provides field descriptions and actions for the DMP Crop Selection Screen.

Field/Button	Description
Crop	Crop with DMP election on CCC-471.
Continue	DMP Data Entry Screen will be displayed for selected crop.
Cancel	Previous screen will be displayed.

--\*

**\*--258 DMP Data Entry**

**A Overview**

The DMP Data Entry Screen will be displayed allowing for the entry of direct and indirect marketed production.

**B Example of DMP Data Entry Screen**

The following is an example of the DMP Data Entry Screen.

DMP - Data Entry			
<b>Year:</b> 2015		<b>State:</b> Mississippi	
<b>Producer:</b> PRODUCER, ANY 1		<b>County:</b> Coahoma	
<b>Crop</b>			
<b>Crop Name:</b> CANTALOUPE		<b>Crop Type:</b>	
<b>Intended Use:</b> Fresh (FH)		<b>Unit of Measure:</b> Pounds (LBS)	
Year	Market	Production	Market History Percentage
2014	Direct	<input type="text"/> LBS	
	Indirect	<input type="text"/> LBS	
2013	Direct	<input type="text"/> LBS	
	Indirect	<input type="text"/> LBS	
2012	Direct	<input type="text"/> LBS	
	Indirect	<input type="text"/> LBS	
Market		Average Marketing Percentage	
Direct			
Indirect			
Save & Calculate		Save & Continue	
		Cancel	

--\*

**\*--258 DMP Data Entry (Continued)****C Field Descriptions and Actions**

Production data must be entered in the unit of measure displayed by the data entry field on the data entry screen; this is the unit of measure from NCT.

The following table provides field descriptions and actions on the DMP Data Entry Screen.

<b>Field/Button</b>	<b>Description</b>	<b>Action</b>
Crop	Crop selected on DMP Crop Selection Screen.	
Year	Three most recent historical years.	
Market	Direct or Indirect Market.	
Production	Quantity of production for the applicable crop/type and year.	Enter the production provided by the producer in the displayed unit of measure.
Market History Percentage	Percentages determined by the system based on the production entered for each year.	
Average Marketing Percentages	Average of the DMP's based on the number of years with historical data entered.	
Save & Calculate	Manual selection.	Data will be saved and screen will be redisplayed with Market History Percentages as applicable.
Save & Continue	Manual selection.	Data will be saved and DMP Summary Screen will be displayed.
Cancel	Previous screen will be displayed.	

**259 DMP Summary and Signature Data****A Overview**

The DMP Summary Screen will be displayed.--\*

\*--259 DMP Summary and Signature Data (Continued)

**B Example of DMP Summary Screen**

The following is an example of the DMP Summary Screen that provides percentage summary and signature data.

DMP - Summary			
<b>Year:</b> 2015	<b>State:</b> Mississippi	<b>County:</b> Coahoma	
<b>Producer:</b> PRODUCER, ANY 1			
<b>Crop</b>			
<b>Crop:</b> CANTALOUPEs		<b>Type:</b>	
<b>Intended Use:</b> Fresh (FH)		<b>Unit of Measure:</b> Pounds (LBS)	
<b>Direct Marketing Percentage</b>			
Year	Market	Production	Market History Percentage
2014	Direct	2,000 LBS	72.73%
	Indirect	750 LBS	27.27%
2013	Direct	1,500 LBS	100.00%
	Indirect		
2012	Direct		
	Indirect		
Market		Average Marketing Percentage	
Direct		86.37%	
Indirect		13.63%	
<input type="button" value="Edit DMP"/>			
<b>Producer Signature</b>			
Signature Method: <input type="text" value="v"/>		Signature Date: <input type="text" value=""/>	
<b>FSA Signature</b>			
FSA Representative Signature Date: <input type="text" value=""/>			
<b>Cancellation</b>			
Do you want to cancel this DMP?			
<input type="checkbox"/> Yes		Reason: <input type="text" value="v"/>	
<input type="button" value="Save &amp; Submit"/>		<input type="button" value="Save &amp; Print"/>	
<input type="button" value="Cancel"/>			

--\*

**\*--259 DMP Summary and Signature Data (Continued)****C Field Descriptions and Actions**

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

<b>Field/Button</b>	<b>Description</b>
Edit DMP	The DMP Data Entry Screen will be displayed to edit existing data. See paragraph 258.
Producer Signature	Enter producer's signature method and date after the producer signs CCC-575.
FSA Signature	Enter FSA representative signature date after the representative signs CCC-575.
Cancellation	CLICK "Yes" to cancel the DMP and select the reason.
Save & Submit	Data will be saved and DMP Confirmation Screen will be displayed.
Save & Print	Data will be saved and CCC-575, Parts A and G through I will be displayed.
Cancel	Previous screen will be displayed.

--\*

**\*--260 DMP Confirmation**

**A Overview**

The DMP Confirmation Screen:

- provides confirmation that the data has been saved
- allows user to print CCC-575
- allows user to return to the Main Menu
- provides a shortcut to create CCC-575 for another crop for the same producer
- provides a shortcut to create CCC-575 for another producer
- allows user to return to the search screen.

**B Example of DMP Confirmation Screen**

Following is an example of the DMP Confirmation Screen.



**C Link/Button Descriptions**

The following table provides link/button descriptions for the DMP Confirmation Screen.

Link/Button	Description
Print	CCC-575, Parts A and G through I will be displayed.
NAP Main Menu	The Main Menu will be displayed. See paragraph 42.
Create DMP for another crop	The crop selection screen will be displayed. See paragraph 257.
Create DMP for another producer	The SCIMS Customer Search Screen will be displayed. See paragraph 250.
Return to Search DMP	The DMP Search Screen will be displayed. See paragraph 256.

--\*

**\*--261 Reports**

**A Overview**

The reports option provides a list of reports that are available to be viewed or printed.

**B Example of Reports Screen**

The following is an example of the Reports Screen.

**Reports**

---

**Year:** 2015      **State:** Mississippi      **County:** Coahoma

---

- CMP/HMP - FSA Representative Signed Report
- CMP/HMP - Producer Signed But Not FSA Representative Signed
- CMP/HMP - Not Producer Signed Report
- CMP/HMP - Canceled Report
- CMP/HMP - County Summary Report
- CMP/HMP - State Summary Report
- DMP - FSA Representative Signed Report
- DMP - Producer Signed But Not FSA Representative Signed
- DMP - Not Producer Signed Report
- DMP - Canceled Report
- DMP - County Summary Report
- DMP - State Summary Report

Start Date:  

End Date:  

--\*

\*--261 Reports (Continued)

**C Field Descriptions and Actions**

Reports are available for CMP/HMP and DMP. The following table provides field descriptions and actions for the Reports Screen.

<b>Report/Field/Button</b>	<b>Action</b>	<b>Result</b>
FSA Representative Signed Report	Manual selection.	Report will be displayed identifying CMP/HMP or DMP records that have been signed by the FSA representative.
Producer Signed but Not FSA Representative Signed Report	Manual selection.	Report will be displayed identifying CMP/HMP or DMP records that have been signed by the producer but not by the FSA Representative.
Not Producer Signed Report	Manual selection.	Report will be displayed identifying CMP/HMP or DMP records that have not been signed by the producer.
Canceled Report	Manual selection.	Report will be displayed identifying CMP/HMP or DMP records that have been canceled.
County Summary Report	Manual selection	Report will be displayed with a summary of the status of all CMP/HMP or DMP records in the county.
State Summary Report	Manual selection.	Report will be displayed with a summary of the status of all CMP/HMP or DMP records by county in the State.
Start Date	Manual entry.	Enter a start date to limit data displayed on any of the reports.  <b>Note:</b> Start date is not required.
End Date	Manual entry.	Enter an end date to limit data displayed on any of the reports.  <b>Note:</b> End date is not required.
Create Report	The selected report will be displayed.	
NAP Main Menu	The Main Menu will be displayed. See paragraph 42.	

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Reports, Forms, Abbreviations, and Redelegations of Authority

Reports

None.

Forms

This table lists all forms referenced in this handbook.

Number	Title	Display Reference	Reference
CCC-452	NAP Production and Yield Report		42, 174, 178, 180, 181, 183
CCC-471	Non-Insured Crop Disaster Assistance Program (NAP) Application for Coverage with Buy-Up Option (2015 and Subsequent Crop Years)		Text
CCC-575	Noninsured Crop Disaster Assistance Program (NAP) Record of Historical Marketing Percentage (HMP), Contract Marketing Percentage (CMP), and Direct Marketing Percentage (DMP) (2015 and Subsequent Years)		42, Part 8 Section 9
CCC-576	Notice of Loss and Application for Payment Noninsured Crop Disaster Assistance Program for 2013 and Subsequent Years		42, 150-155
CCC-860	Socially Disadvantage, Limited Resource and Beginning Farmer or Rancher Certification		61, 87
FSA-13-A	Data Security Access Authorization Form		10
FSA-578	Report of Acreage		80, 136, 150, 174, 233

**Reports, Forms, Abbreviations, and Delegations of Authority**

**Abbreviations Not Listed in 1-CM**

The following abbreviations are not listed in 1-CM.

<b>Approved Abbreviation</b>	<b>Term</b>	<b>Reference</b>
AUD	animal unit day	14, 16, 20
CARS	Crop Acreage Reporting System	132, 133, 176, 177, 234, 235
CEY	county expected yield	61
CMP	contract marketing percentage	Part 3, Section 9
CRM	Customer Relationship Management	11, 20
CVS	Crop Validation System	11
DMP	direct marketing percentage	Part 3, Section 9
HMP	historical marketing percentage	86, 88, 106; Part 3, Section 9
PIV	personal identity verification	10, 40
RMO	Receivable Management Office	99
SNAPP	Supplemental NAP Process	230, 231, 235

**Delegations of Authority**

None.

Menu and Screen Index

The following menus and screens are displayed in this handbook.

Menu or Screen	Title	Reference
	Add Crop Not on Acreage Report Screen	84
	Application Fee Screen	87, 98, 99
	Application for Coverage Summary Screen	88, 96
	Approved Yield Data Screen	176, 177, 182
	Approved Yield Screen	178, 181
	Calculate Estimated Premium Screen	61
	CMP/HMP Crop Selection Screen	252
	CMP/HMP Confirmation Screen	255
	CMP/HMP Data Entry Screen	253
	CMP/HMP Search Screen	251
	CMP/HMP Summary Screen	254
	Confirmation Screen	89, 155, 183
	Create Notice Of Loss Screen	154
	Create Unit Screen	132
	Crop Selection Screen	83, 153, 175, 234
	DMP Confirmation Screen	260
	DMP Crop Selection Screen	257
	DMP Data Entry Screen	258
	DMP Search Screen	256
	DMP Summary Screen	259
	Enter Cause of Loss Screen	152
	FSA Intranet Home Page	10
	Main Menu	42
	NCT - Main Menu	10
	Override Crop Eligibility Screen	97
	Premium Collection Screen	201-203
	Producer Units Screen	131, 134
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NCT5	Program Year - Add Record - Primary Crop Data Page	18
NCT6	Program Year - Add Record - Record Details Page	18
NCT12	Program Year - Add Record - Results Page	18
NCT14	Program Year - Add Record - Secondary Crop Data Page	18
NCT7	Program Year - Add Record - Summary Page	18
NCT2	Program Year - Approve Record - Confirmation Screen	17, 18
NCT12	Program Year - Approve Record - Results Page	17, 18
NCT2	Program Year - Delete Record - Confirmation Screen	19
NCT12	Program Year - Delete Record - Results Page	19
NCT8	Program Year - Detail Report - Report Criteria Screen	22
NCT8	Program Year - History Report - Report Criteria Screen	22

## Menu and Screen Index (Continued)

Menu or Screen	Title	Reference
NCT1	Program Year - Main Menu	10, 17-19
NCT13	Program Year - Mass Approve Record - Search Page	18
NCT2	Program Year - Mass Approve Records - Confirmation Page	18
NCT12	Program Year - Mass Approve Records - Results Page	18
NCT2	Program Year - Mass Reset Records - Confirmation Page	19
NCT12	Program Year - Mass Reset Records - Results Page	19
NCT13	Program Year - Mass Reset Records - Search Page	19
NCT2	Program Year - Mass Update Records - Confirmation Screen	18
NCT6	Program Year - Mass Update Records - Record Details Page	18
NCT12	Program Year - Mass Update Records - Results Page	18
NCT13	Program Year - Mass Update Records - Search Page	18
NCT15	Program Year - Mass Update Records - Select Fields Page	18
NCT6	Program Year - Modify Record - Record Details Page	17, 18
NCT12	Program Year - Modify Record - Results Page	18
NCT7	Program Year - Modify Record - Summary Page	18
NCT8	Program Year - NAP Appr Rcds - Report Criteria Screen	22
NCT8	Program Year - NAP Unappr Rcds - Report Criteria Screen	22
NCT10	Program Year - Reports - Report Selection Screen	22
NCT12	Program Year - Search Records - Results Page	17, 18
NCT13	Program Year - Search Records - Search Page	17, 18
NCT8	Program Year - UOM Report - Report Criteria Screen	22
NCT7	Program Year - View Record - Summary Page	17-19
	Reports - Session Timeout	10
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	Search Application for Coverage Screen	80
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	Search Notice of Loss Screen	150
	Search Supplemental Data	233
	Search Unit Screen	135
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	Select Coverage Options Screen	86
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	Sign Approved Yield Screen	180
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