

UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency
Washington, DC 20250

Payment Eligibility, Payment Limitation, and Average Adjusted Gross Income - Agricultural Act of 2014 5-PL	Amendment 8
---	--------------------

Approved by: Acting Deputy Administrator, Farm Programs



Amendment Transmittal

A Reasons for Amendment

Subparagraph 431 A has been amended to provide the requirement for EYR's to be completed timely and results reported accurately.

Subparagraph 432 E has been amended to add State Office responsibility for ensuring EYR's are completed timely.

Subparagraph 433 D has been amended to update a typo in the example notification letter provided.

Subparagraph 458 D has been amended to provide the responsibility of State Office specialist for ensuring timely completion of EYR's.

Subparagraph 484 A has been amended to indicate only National and State users have access to EYRT.

Subparagraph 485 A has been amended to indicate only National and State users have access to EYRT and to provide the updated URL and screens.

Subparagraph 485 B has been amended to provide updated screens and instructions for EYRT.

Subparagraphs 486 A, 486 B, 486 C, and 486 D have been amended to provide updated screens and instructions for EYRT.

Paragraph 487 has been removed as the EYRT reports referenced are no longer available.

Amendment Transmittal (Continued)

Page Control Chart		
TC	Text	Exhibit
	8-1 through 8-6 8-55, 8-56 8-125 through 8-142 8-143 through 8-148 (remove) 8-149 (remove)	

Part 8 End-of-Year Reviews for 2014 and Subsequent Years

Section 1 Selections and Notifications

431 Overview

A Introduction

The determinations required by this handbook are made by the reviewing authority based on the producer's certification of the farming operation as represented on CCC-902's and supporting documents.

To maintain the integrity of payment limitation and payment eligibility provisions, EYR's are conducted to determine that farming operations were carried out as represented when initial determinations were made.

--Reviews must be completed timely, and errors identified must be accurately reported.--

B Purpose

This section provides instructions for selecting and notifying producers of the end-of-year review.

432 Selection Process**A Introduction**

Producers selected for an end-of-year review may be chosen for the following reasons:

- a judgmental selection by DAFP
- a required spot check
- an additional case selected for review by the reviewing authority.

B Judgmental Selection

A judgmental selection is performed on a nationwide basis to select producers for review using criteria including, but not limited to:

- the restructure of a farming operation in the past year by the addition of a new partner, deletion of a partner, change in stockholders, etc.
- the formation of a new farming operation in the past year
- a comparison of farming operations to determine whether an individual or legal entity is involved in more than 1 operation
- farming operations earning more than a specified dollar amount.

C Required Spot Checks

A default determination made according to paragraph 369 must be selected as an end-of-year review if the proper determination made according to paragraph 370 differed from the default determination.

Note: Determinations involving FSA employees are required to be selected for review only if selected according to this paragraph.

432 Selection Process (Continued)

D Additional Cases

In addition to cases that are judgmentally selected, or otherwise required to be selected, the following cases will also be selected for end-of-year review:

- any case which the reviewing authority has reason to believe the farm operating plan was not followed as represented
- any cases considered necessary by a State Office representative to maintain program integrity.

E Timing End-of-Year Reviews

Complete end-of-year reviews by the date established by STC, according to paragraph 406.

--State Offices are responsible for monitoring the progress to ensure reviews are completed timely. Scheduling of reviews must allow for sufficient time to complete reviews by the deadline.--

F Waiver Authority for State Offices

State Offices may waive judgmentally selected end-of-year reviews under the following circumstances:

- farming operations involving **only** a spouse
- farming operation was previously reviewed in the last 3 years, did **not** receive an adverse determination, **and** the reviewing authority has determined that there have been no changes that affect the original determinations
- farming operations with **all** land meeting the landowner exemption
- for 2014 and subsequent years, farming operation conducted by a legal entity with no embedded legal entities as members.

*--**Notes:** State Offices must record the waived judgmentally selected reviews in the EYRT System according to Section 5.--*

Any waiver request not within State Offices' approval authority may be sent to DAFP, along with adequate justification to support the request.

433 Producer Notification**A Overview**

After being notified, the producer is responsible for providing requested documents in a timely manner. This paragraph contains information to be included in the producer notification letter and explains what the producer must do after receiving the notification letter.

B Producer Notification

Producers who are required to submit documents shall be notified about their selection for end-of-year review no later than 90 calendar days before the end-of-year review completion date established by STC according to paragraph 406.

The notification letter shall contain the following:

- purpose of the end-of-year review
- documents required to be submitted
- the requirement to submit documents to the County Office within 30 calendar days
- actions that will be taken if documents are not submitted
- notification that the producer will receive results of the end-of-year review when completed.

C Producer Responsibility

It is the responsibility of the producer to submit requested documents within 30 calendar days from the date requested.

Note: It is recognized that some requested documents, such as crop sales documents, may not be available when the producer submits other documentation. The producer must submit all documents that are available at the time. The reviewing authority shall *--schedule follow-up action to obtain additional information if necessary.--*

433 Producer Notification (Continued)

D Example Notification Letter

This is an example of a letter notifying a producer of being selected for an **end-of-year review**.

<p>[Letterhead]</p> <p>[Date]</p> <p><i>Wandering Brook, Inc. Fred Friendly, President 777 Lucky Day Rd Some City US 55555-1234</i></p> <p>Dear Mr. Friendly:</p> <p>Your farming operation has been selected for a 20XX payment limitation and payment eligibility end-of-year review.</p> <p>End of year reviews are conducted annually on a number of farming operations and producers that are participants in various FSA administered programs. Initial payment eligibility and payment limitation determinations are made based on the producer's certification of how the farming operation will be conducted for the year.</p> <p>To ensure overall program integrity, it is necessary that the producer's farming operation be reviewed and documented. Accordingly, your farming operation will be reviewed to determine whether the operation was conducted in 20XX as represented on CCC-902, Farm Operating Plan, on which the initial payment eligibility and payment limitation determinations were based.</p> <p>[Delete the following paragraphs that are not applicable to the producer.]</p> <p>To verify capital contributions, the following documents and information are required (<i>please use this letter as a checklist when responding to this request</i>):</p> <div style="margin-left: 20px;"> <input type="checkbox"/> operating loan documents <input type="checkbox"/> income and expense ledgers <input type="checkbox"/> canceled checks for expenditures, such as: <div style="margin-left: 20px;"> <input type="checkbox"/> fertilizer <input type="checkbox"/> seed <input type="checkbox"/> fuel <input type="checkbox"/> equipment leases and purchases <input type="checkbox"/> land leases and purchases <input type="checkbox"/> hired labor and management <input type="checkbox"/> any other farming operation expenditures. </div> </div>	<p><i>Any County FSA Office 502 Spotcheck Ave Some City US 55555-1234</i></p>
--	---

433 Producer Notification (Continued)

D Example Notification Letter (Continued)

To verify land contributions, documents and information are required as follows:

- ☐ lease agreements
- ☐ sales contracts
- ☐ property tax statements
- ☐ canceled checks associated with land.

To verify equipment contributions, documents and information are required as follows:

- ☐ equipment listings
- ☐ lease agreements
- ☐ purchase contracts
- ☐ canceled checks associated with equipment.

To verify labor contributions, documents and information are required as follows:

- ☐ documentation of who provided actual labor contributions and type of labor
- ☐ employee time sheets or books, if applicable
- ☐ canceled checks for hired labor, if applicable.

To verify management contributions, documents and information are required as follows:

- ☐ documentation of who provided actual management contributions and specific duties
- ☐ canceled checks for hired management
- ☐ documents showing signature of individual involved in management, such as:
- ☐ canceled checks for significant purchases
- ☐ loan documents
- ☐ lease and purchase agreements
- ☐ sales documents
- ☐ *--contemporaneous records or logs of management activities performed throughout entire--*
crop year.

Other documents and information necessary to make a complete review includes, but is not limited to, the following:

- ☐ crop sales documents
- ☐ warehouse ledgers
- ☐ gin ledgers
- ☐ corporation papers, including documentation of share ownership

Section 3 Conducting Reviews

458 Responsibilities

A Overview

This section provides the required action and worksheets to be used to conduct end-of-year reviews.

This paragraph provides guidelines for required action for conducting end-of-year reviews.

B Review Teams

Members of the review team, established according to paragraph 407, shall:

- complete the review for all cases according to paragraph 432
- obtain additional documentation directly from producers whenever it is needed to determine that actual farming operations are or are not in compliance with approved farm operating plans
- document end-of-year review conclusions and make recommendations for action by the initial review authority.

C Determinations by Initial Reviewing Authority

The reviewing authority that made the initial determination for the producer selected for end-of-year review shall:

- thoroughly review conclusions and recommendations submitted by the review team
- collect any additional information needed to make an informed determination.

Note: If the State Office made the initial determination for the producer, the State Office shall make end-of-year review determination.

458 Responsibilities (Continued)

D Required Action and Responsibility

Follow this table to determine required action and responsibility.

Step	Action	Responsibility
1	Producer selection.	<ul style="list-style-type: none"> • Judgmental selection, DAFP. • All other cases, initial reviewing authority.
2	Producer notification.	Initial reviewing authority
3	Accumulation of requested information. Note: Documents shall be copied and returned to the producer.	Producer's designated control County Office.
4	*--Assigning, coordinating, and monitoring completion of reviews.--*	State Office specialist.
5	Reviewing documents and fact findings.	Review team member or members under the supervision of the State Office specialist.
6	Determination and producer notification.	Initial reviewing authority.
7	End-of-year reports.	<ul style="list-style-type: none"> • Designated control County Office. • State Office.

E Discrepancies

Follow this table if discrepancies with the farm operating plan are discovered.

IF a discrepancy is discovered that...	THEN notify the producer of the...
does not affect the original determination	discrepancy and confirm the original determination.
affects the original determination	<ul style="list-style-type: none"> • not "actively engaged in farming" determination or other revised determination • amount of payments to refund, if applicable <p>Note: See 58-FI.</p> <ul style="list-style-type: none"> • producer's appeal rights.

Section 5 EYRT System**484 Introduction****A Definition of EYRT**

EYRT means a web-based system:

- *--in which National and State users can record all findings, recommendations, and--* conclusions from EYR's completed on selected farming operations for 2009 and subsequent years' payment eligibility and payment limitation compliance purposes
- that provides reporting and summarization capabilities for EYR findings, determinations, and related information recorded for the farming operations reviewed.

B EYRT Design

EYRT was designed for the following:

- recording and tracking, by participant/farming operation and program year, all EYR review findings, results, and determinations
- as source data for status reports on the completion and results of EYR's
- providing information to use when evaluating the application and the effectiveness of current payment eligibility and payment limitation provisions.

C Accessing EYRT and Versions Available

EYRT is accessible from the Payment Limitation EYR's Share Point site at https://usdagcc.sharepoint.com/sites/fsa-dafp-disaster/PL_EYR/SitePages/Home.aspx .

484 Introduction (Continued)

D Content of EYRT Database

*--The EYRT, database has been populated with the following:

- 2009 through 2013 DAFP EYR selections
- additional selections as determined by State Offices.

E State Office Action

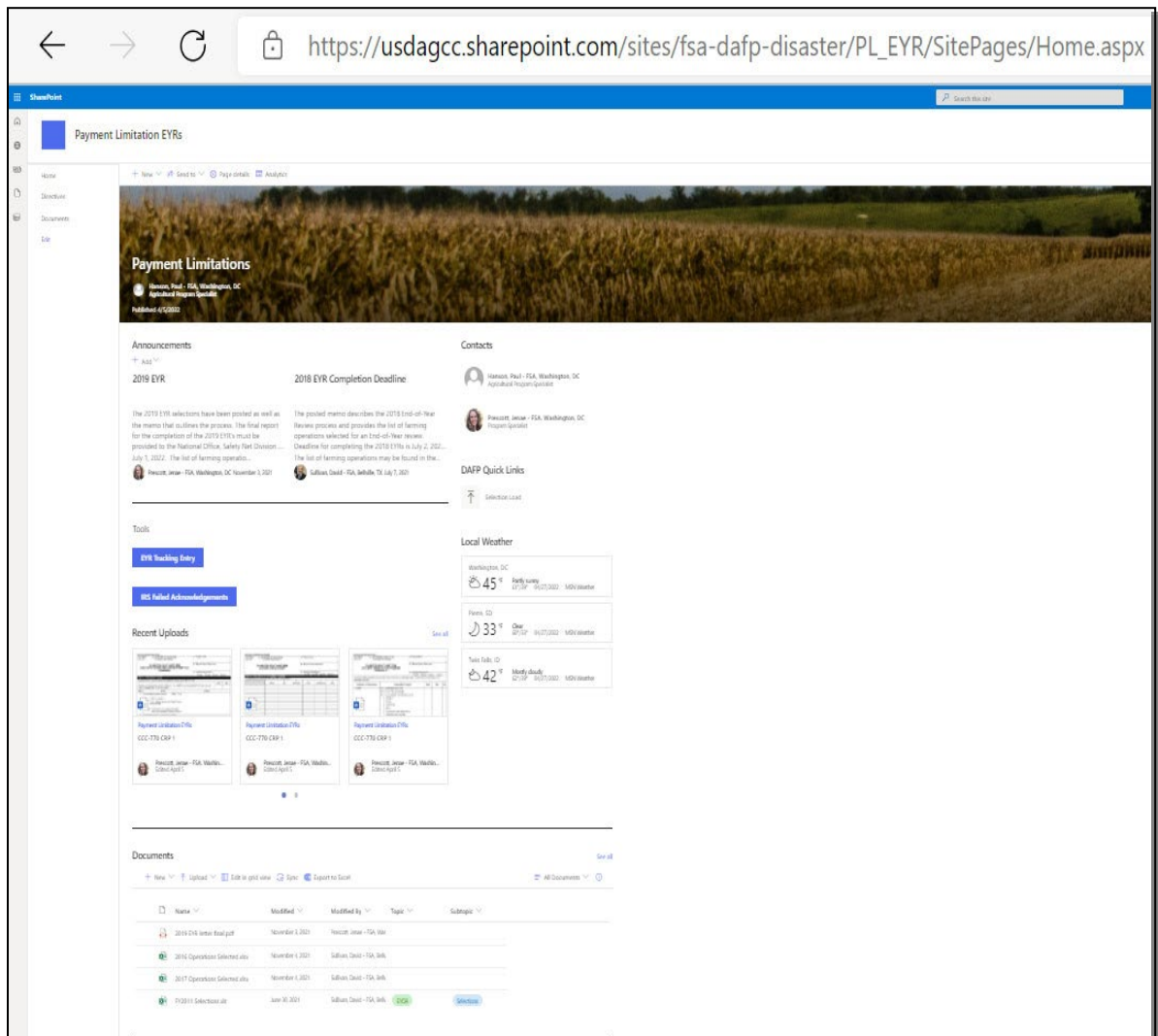
For the 2009 and subsequent EYR records, State Offices are encouraged to do the following:

- review the records for accuracy
- update the preloaded records, if necessary
- enter records for additional EYR selections made
- enter results as EYR's are completed
- periodically run various EYRT reports to check the status of review completion, and to track the results of 2009 through 2013 EYR's.--*

485 Payment Limitation EYRs Screen

A Accessing the Payment Limitation EYRs Screen

The Payment Limitation EYRs Screen allows State * * * users to access all options available in EYRT. To access the following Payment Limitation EYRs Screen, go to
 *---https://usdagcc.sharepoint.com/sites/fsa-dafp-disaster/PL_EYR/SitePages/Home.aspx.



--*

485 Payment Limitation EYRs Screen (Continued)

B Payment Limitation EYRs Screen Content

*--On the Payment Limitation EYRs Screen, under the heading “**Documents**”, the following letters and forms are provided:--*

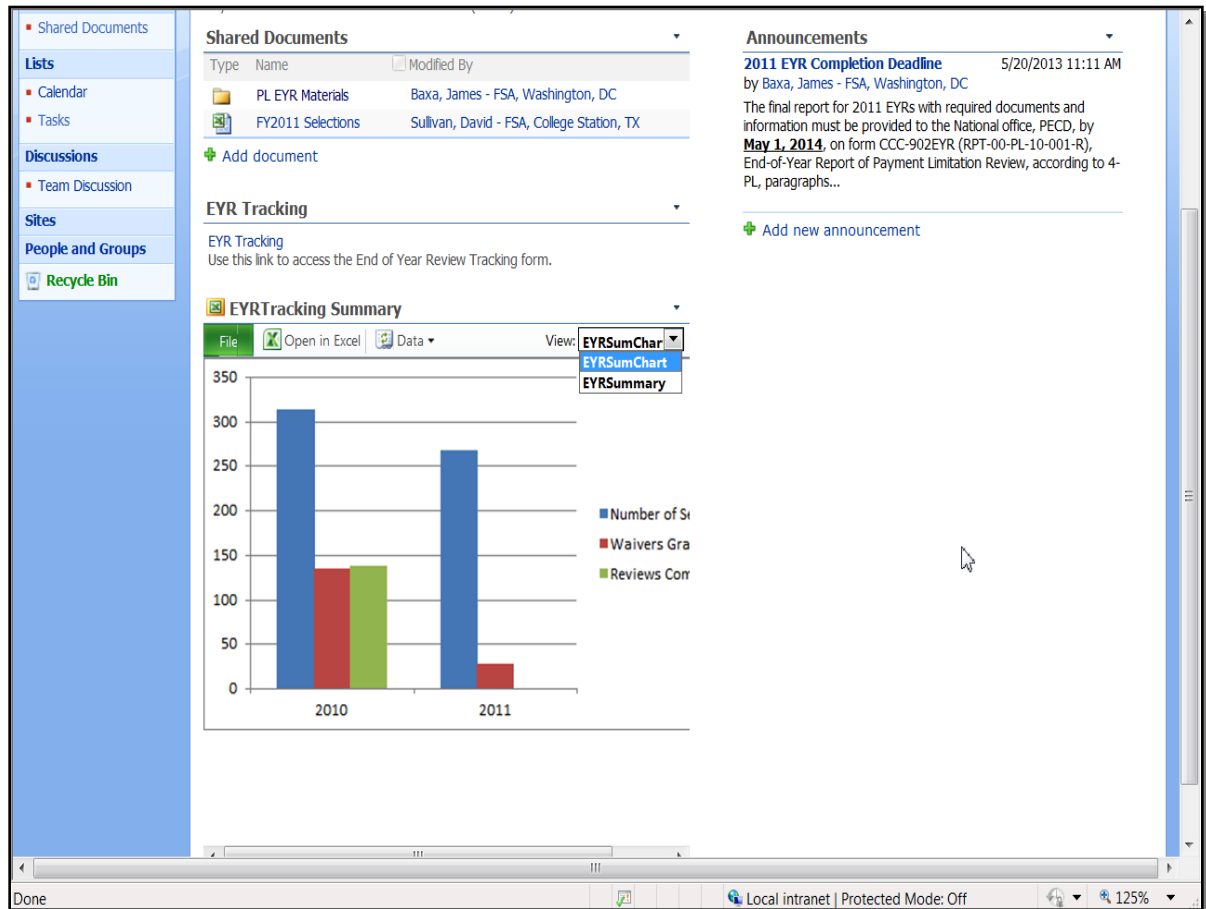
- EYR notification (subparagraph 433 D)
- payment eligibility and limitation determinations made by the appropriate reviewing authority following completing EYR’s (subparagraphs 371 D and E)
- the complete 5-part CCC-900 package (subparagraph 459 E)
- CCC-902EYR (subparagraph 471 E).

* * *

485 Payment Limitation EYRs Screen (Continued)

B Payment Limitation EYRs Screen Content (Continued)

*--On the Payment Limitation EYRs Screen, under the heading “**EYR Reporting Dashboard**,” are various reports that can be generated from the data collected on EYR’s.--*



485 Payment Limitation EYRs Screen (Continued)

B Payment Limitation EYRs Screen Content (Continued)

*--On the Payment Limitation EYRs Screen, under the heading “**EYR Tracking Entry**”, 2009 and subsequent years’ EYR review information for the DAFP selections and additional selections made by the appropriate reviewing authority or State Office representative may be entered by authorized National and State users.

The screenshot displays the USDA Payment Limitation EYRs interface. At the top left is the USDA logo. To its right, the text "Payment Limitation EYRs" is shown in red, followed by a pencil icon and the text "EDIT LINKS". Below the logo, the word "Home" is displayed in a large font. On the left side, there is a vertical navigation menu with the following items: "Updated Pages", "Reporting", "Home", "EYR Reporting Dashboard", "Directives", "Documents", and "Recent". The "Home" item is currently selected and highlighted. To the right of the navigation menu, the heading "EYR Tracking Entry" is present. Below this heading, there are four buttons: "CCC-902 EYR", "CCC-900-5", "Add Selections", and "CCC-900-5 Print View". The main content area contains a form with five numbered selection fields: "1. Select State:", "2. Select County:", "3. Select Producer Name:", "4. Select Review FY:", and "5. Select Business Type:". Each field has a dropdown menu. Below these fields, the text "Answer all applicable questions." is displayed. This is followed by three bullet points: "Identify the type of selection used to request an EYR of this operation:", "Was a waiver used to cause operation to be exempt from review?", and "If yes, identify the type of waiver used to exempt operation from the review:". Each bullet point has a corresponding dropdown menu. At the bottom of the form, there are two buttons: "Cancel" and "Save".

--*

486 EYRT for Entering Participant Information

A “EYRsubmit...” Option

*--On the Payment Limitation EYRs Screen, under “EYR Tracking Entry”, the End of Year Tracking Entry Main Menu will be displayed.

USDA Payment Limitation EYRs EDIT LINKS

Home

Updated Pages

Reporting

Home

Home

EYR Reporting Dashboard

Directives

Documents

Recent

EDIT LINKS

EYR Tracking Entry

CCC-902 EYR CCC-900-5 Add Selections CCC-900-5 Print View

1. Select State:

2. Select County:

3. Select Producer Name:

4. Select Review FY:

5. Select Business Type:

Answer all applicable questions.

- Identify the type of selection used to request an EYR of this operation:
- Was a waiver used to cause operation to be exempt from review? ☐ Yes
- If yes, identify the type of waiver used to exempt operation from the review:

Cancel Save

--*

486 EYRT for Entering Participant Information (Continued)

B “CCC-902 EYR” Option

If on the following End of Year Tracking Main Menu, users click “**CCC-902 EYR**”, users can enter farming operation information including any waivers of DAFP-selected EYR’s.

*--Information on all EYR waivers approved by the State Office and/or DAFP **must** be entered. Using the “State”, “County”, and “Producer Name” make applicable selections, in “Review FY” box, enter year, select the appropriate EYR type of selection, if a waiver was used select “Yes” to indicate a waiver was used, select the appropriate waiver type (if applicable), and CLICK “**Save**”.

The screenshot shows the USDA EYR Tracking Entry interface. The top left features the USDA logo and the text "Payment Limitation EYRs" and "EDIT LINKS". The main heading is "Home". Below this, there's a section for "Updated Pages" with links to "Reporting" and "Home". The "Home" link is highlighted. To the right of the "Home" link is the "EYR Tracking Entry" section. This section contains four buttons: "CCC-902 EYR", "CCC-900-5", "Add Selections", and "CCC-900-5 Print View". Below these buttons are five numbered selection fields: "1. Select State:", "2. Select County:", "3. Select Producer Name:", "4. Select Review FY:", and "5. Select Business Type:". Below these fields is a section titled "Answer all applicable questions." which contains three questions: "Identify the type of selection used to request an EYR of this operation:", "Was a waiver used to cause operation to be exempt from review?", and "If yes, identify the type of waiver used to exempt operation from the review:". Each question has a corresponding dropdown menu. At the bottom of the form are "Cancel" and "Save" buttons.

--*

486 EYRT for Entering Participant Information (Continued)

*--C “CCC-900-5” Option

If on the following End of Year Tracking Main Menu, users click “CCC-900-5”, users can record information and summary results for EYR’s.

The screenshot shows the USDA EYR Tracking Entry interface. At the top left is the USDA logo. To its right, it says "Payment Limitation EYRs" and "EDIT LINKS". Below the logo is the word "Home". On the left side, there is a sidebar with "Updated Pages" including "Reporting" and "Home". Below this is a list of links: "Home", "EYR Reporting Dashboard", "Directives", "Documents", and "Recent". Below the sidebar is another "EDIT LINKS" link. The main content area is titled "EYR Tracking Entry". It features a navigation bar with four buttons: "CCC-902 EYR", "CCC-900-5", "Add Selections", and "CCC-900-5 Print View". Below the navigation bar are five numbered selection fields: "1. Select State:", "2. Select County:", "3. Select Producer Name:", "4. Select Review FY:", and "5. Select Business Type:". Below these fields is a section titled "Answer all applicable questions." which contains three questions: "Identify the type of selection used to request an EYR of this operation:", "Was a waiver used to cause operation to be exempt from review?", and "If yes, identify the type of waiver used to exempt operation from the review:". Each question has a corresponding dropdown menu or radio button. At the bottom of the form are "Cancel" and "Save" buttons.

--*

486 EYRT for Entering Participant Information (Continued)

C “CCC-900 Summary” Option (Continued)

--The following End of Year Review Tracking CCC-900-5 Summary (Individual Case-- Reporting) Screen will be displayed. Enter all information collected and used to support the determination of whether the farming operation subject to EYR was eligible or ineligible for program benefits and payments. This State, county, producer name, and review year will be prefilled based on subparagraph B entries.

After completing each item, CLICK “Save” to record EYR results in EYRT.

Note: This screen will **not** be available to enter information if EYR is waived.

*--

CCC-902 EYR

CCC-900-5

Add Selections

CCC-900-5 Print View

1. Select State:

2. Select County:

3. Select Producer Name:

4. Select Review FY:

Answer all questions	Yes	No	n/a
1. CCC-902 followed	<input type="radio"/>	<input type="radio"/>	
2. Significant contribution of land	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. Significant contribution of capital	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. Significant contribution of equipment	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5. Significant contribution of "left-hand" combination	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6. Significant contribution of active personal labor	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
7. Significant contribution of active personal management	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
8. Significant contribution of "right-hand" combination	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
9. Share of profits and losses commensurate with contributions	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10. Contributions at risk	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
11. Foreign person rule met	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
12. Spousal provision requirements met	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
13. Common attribution determination correct	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
14. Minor child determination correct	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
15. For a legal entity, such as a corporation, LLC, or LLP, were contributions of active personal labor and/or active personal management of each partner, stockholder, or member: <ul style="list-style-type: none"> Performed on a regular basis Identifiable and documentable Separate and distinct from contributions of other partners, stockholders, or members? 	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

--*

486 EYRT for Entering Participant Information (Continued)

C "CCC-900 Summary" Option (Continued)

*--

16. For non-family joint operations did documentation support approval of additional members seeking to qualify more than one member with only a significant contribution of active personal management.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
17. Number of members in the farming operation claiming to make a significant contribution of active personal labor	<input type="text" value="0"/>		
18. Number of members in the farming operation determined to make a significant contribution of active personal labor	<input type="text" value="0"/>		
19. Number of members in the farming operation claiming to make a significant contribution of active personal management	<input type="text" value="0"/>		
20. Number of members in the farming operation determined to make a significant contribution of active personal management	<input type="text" value="0"/>		
21. "Actively Engaged in Farming" Requirements Met	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
• If Yes, select the following factors or findings that explains how:	<input type="checkbox"/> Land <input type="checkbox"/> Capital <input type="checkbox"/> Equipment <input type="checkbox"/> AP Labor <input type="checkbox"/> AP Management <input type="checkbox"/> Landowner Exemption		
22. Cash-rent tenant rule met	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
• If Yes, select the following factors or findings that explains how:	<input type="checkbox"/> AP Labor or <input type="checkbox"/> Equipment and <input type="checkbox"/> AP Management		
23. Substantive change requirements met	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
• If yes, select the following factors or findings that explains how:	<input type="checkbox"/> Family Member <input type="checkbox"/> Land rental change <input type="checkbox"/> Increase base acres <input type="checkbox"/> Ownership change of land or equip sale/gift <input type="checkbox"/> Addition of equipment to farming operation		
24. Were the initial determinations correct?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
25. If discrepancies were found, did they result in an adverse determination?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
26. Adverse determination included Scheme and Device, fraud, or other actions to circumvent regulations	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
27. Total dollar amount of payments affected by the discrepancy?	<input type="text" value="\$0.00"/>		
28. Did producer provide requested documentation to complete the review?	<input type="radio"/>	<input type="radio"/>	
29. Review is complete:	<input type="radio"/>	<input type="radio"/>	
30. Review is closed	<input type="button" value="v"/>		
30a. Closed Date	<input type="text"/>		
30b. Status Comments	<input type="text"/>		
<input type="button" value="Save"/>			

--*

486 EYRT for Entering Participant Information (Continued)

C “CCC-900 Summary” Option (Continued)

The following illustrates a printed copy of the CCC-900-5 Summary completed through EYRT. The automated version can be used in place of the manual CCC-900-5 displayed in subparagraph 459 F.

*--

EYR Tracking Entry			
1. Select State:			
2. Select County:			
3. Select Producer Name:			
4. Select Review FY:			
	Yes	No	n/a
CCC-902 followed	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Significant contribution of land	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Significant contribution of capital	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Significant contribution of equipment	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Significant contribution of "left-hand" combination	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Significant contribution of active personal labor	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Significant contribution of active personal management	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Significant contribution of "right-hand" combination	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Share of profits and losses commensurate with contributions	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Contributions at risk	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Foreign person rule met	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Spousal provision requirements met	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Common attribution determination correct	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Minor child determination correct	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
For a legal entity, such as a corporation, LLC, or LLP, were contributions of active personal labor and/or active personal management of each partner, stockholder, or member:	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
• Performed on a regular basis			
• Identifiable and documentable			
• Separate and distinct from contributions of other partners, stockholders, or members?			
For non-family joint operations did documentation support approval of additional members seeking to qualify more than one member with only a significant contribution of active personal management.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Number of members in the farming operation claiming to make a significant contribution of active personal labor	<input type="text" value="0"/>		
Number of members in the farming operation determined to make a significant contribution of active personal labor	<input type="text" value="0"/>		
Number of members in the farming operation claiming to make a significant contribution of active personal management	<input type="text" value="0"/>		
Number of members in the farming operation determined to make a significant contribution of active personal management	<input type="text" value="0"/>		
"Actively Engaged in Farming" Requirements Met	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
If Yes, select the following factors or findings that explains how:	<input type="checkbox"/> Land <input type="checkbox"/> Capital <input type="checkbox"/> AP Labor <input type="checkbox"/> AP Management <input type="checkbox"/> Landowner <input type="checkbox"/> Exemption Equipment		
Cash-out tenant rule met	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
If Yes, select the following factors or findings that explains how:	<input type="checkbox"/> AP Labor or <input type="checkbox"/> Equipment and <input type="checkbox"/> AP Management		
	Yes	No	n/a
Substantive change requirements met	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
If yes, select the following factors or findings that explains how:	<input type="checkbox"/> Family Member <input type="checkbox"/> Land rental change <input type="checkbox"/> Increase base acres <input type="checkbox"/> Ownership change of land or equip sale/gift <input type="checkbox"/> Addition of equipment to farming operation		
Were the initial determinations correct?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
If discrepancies were found, did they result in an adverse determination?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Adverse determination included Scheme and Device, fraud, or other actions to circumvent regulations	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Total dollar amount of payments affected by the discrepancy?	<input type="text" value="\$0.00"/>		
Did producer provide requested documentation to complete the review?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Review is complete:	<input type="radio"/>	<input type="radio"/>	
Review is closed	<input type="text"/>		
Closed Date	<input type="text"/>		
Status Comments	<input type="text"/>		

--*

486 EYRT for Entering Participant Information (Continued)

D “Add Selections” Option

If on the following End of Year Tracking Main Menu, users click “**Add Selections**”, users can record information and summary results for additional EYR’s selected by COC, STC, State Office, or other reviewing authority.

*--

USDA Payment Limitation EYRs EDIT LINKS

Home

Updated Pages

- Reporting
- Home

EYR Tracking Entry

CCC-902 EYR CCC-900-5 Add Selections CCC-900-5 Print View

1. Select State:

2. Select County:

3. Select Producer Name:

4. Select Review FY:

5. Select Business Type:

Answer all applicable questions.

- Identify the type of selection used to request an EYR of this operation:
- Was a waiver used to cause operation to be exempt from review? ☐ Yes
- If yes, identify the type of waiver used to exempt operation from the review:

Cancel Save

--*

486 EYRT for Entering Participant Information (Continued)

D “Add Selections” Option (Continued)

The following End of Year Review Tracking Additional EYR Selections Screen will be displayed. Enter information about the farming operation selected for EYR and responses about the farming operation from each drop-down list and CLICK “Save”.

*--

EYR Tracking Entry

CCC-902 EYR
CCC-900-5
Add Selections
CCC-900-5 Print View

Use this page only to load reviews not previously selected by DAFP. All DAFP selections are preloaded. Use the CCC-902 EYR tab to update those selections.

1. Select State:

2. Select Recording County:

3. Enter Producer Name:

4. Enter Core Customer ID:

5. Select Business Type:

6. Select Review FY:

7. Selection Type:

Cancel

Save

--*