



Disaster Assistance Program Loss Documentation

Wisconsin Farm Service Agency

Adverse weather conditions across the state and the ending of the disaster assistance programs in the 2008 Farm Bill has created numerous questions for producers potentially facing crop or livestock losses.

The USDA Wisconsin Farm Service Agency encourages producers with current or pending losses due to adverse weather conditions, natural disasters, disease or other conditions to document losses following the guidelines provided. Properly documenting losses may provide producers with the opportunity to participate in any new or continuing disaster assistance programs that may be authorized in the 2012 Farm Bill.

Producers need to also report all cropland and pastureland, even if they are not participating in other FSA programs as previous disaster assistance programs required producers to file crop reports to qualify.



Crop Loss Documentation

Producers who suffer crop losses due to natural disasters may need to provide verifiable types of records, if they exist, or reliable records.

Verifiable types of records may include:

- sale receipts from buyers;
- invoices from custom harvesting;
- truck or warehouse scale tickets;
- actual measurements or appraisals by FSA, RMA or reinsured companies, LA's, Feed Company representatives, or FSA State Committee approved consultants; or
- similar records that represent actual and specific production data.

Reliable types of records may include:

- ledgers of commodity sales volume or income;
- income statements of deposits;
- register tapes;
- records to verify production input costs;
- producer diaries, ledgers, or receipts;
- pick records;
- other USDA program data (FSA loans, etc).

If the crop was sold or disposed of through commercial

channels, acceptable production records include:

- commercial receipts;
- settlement sheets;
- ledger sheets or load summaries from warehouse, process, or buyer; or
- appraisal information.

If the crop was farm-stored, sold, fed to livestock, or disposed of through noncommercial channels, acceptable production records include:

- truck scale tickets;
- appraisal information;
- contemporaneous reliable diaries; or
- other documentary evidence, such as contemporaneous reliable measurements.

Livestock Loss Documentation

Producers who suffer livestock losses due to natural disasters, adverse weather conditions need to provide verifiable or reliable records. Verifiable documentation may include:

- rendering truck receipts or certificates;
- FEMA records;
- National Guard records;
- veterinary records;
- records assembled for tax purposes;
- private insurance documents;
- written contracts;
- bank or other loan documents;
- purchase records;
- production records; or
- property tax records.

Reliable documentation for livestock losses may include:

- contemporaneous producer records existing at the time of the event;
- pictures with a date;
- brand inspection records;
- dairy herd improvement records; or
- other similar reliable documents.

Livestock Stored, Harvested or Purchased Feed Loss Documentation

Producers suffering losses of stored harvested feed or purchased feed for livestock may need have the original receipts of purchase that includes:

- date of feed purchase;
- name, address, and telephone number of feed vendor;

- type and quantity of feed purchased;
- cost of feed purchased;
- and signature of feed vendor if no license to conduct this type of transaction

Honeybee and Feed Loss Documentation

Documentation for honeybee purchased or harvested feed losses may include:

- original receipts for purchased feed;
- weight tickets;
- truck scale tickets;
- contemporaneous diaries verifying the crop was stored with intent to feed;
- custom harvest documents clearly identifying the amount of feed produced.

Documentation for honeybee losses may include:

- a report of acreage (colonies reported);
- loan records;
- private insurance documents;
- property tax records;
- sales and purchase receipts;
- State colony registration documentation (not in Wisconsin);
- chattel inspections;
- proof of good management practices, including adequate feed for colonies, preventative treatment for varroa mites and disease, and other proper maintenance practices;
- any additional documentation the producer may have, including State health certifications for varroa mite or noseema levels reflecting the level of mites or disease.

Farm-Raised Fish and Feed Loss Documentation

Documentation for purchased and harvested feed losses or physical losses for farm-raised fish may include:

- acreage reports (surface acres of water);
- loan records;
- private insurance documents;
- property tax records;
- sales and purchase receipts;
- chattel inspections;
- sales receipts.

Orchardists and Nursery Trees, Bushes and Vines Loss Documentation

Orchardists and nursery tree growers with damaged or lost trees, bushes, or vines due to natural disasters should keep documentation of the loss or damage such as the following:

- receipts for original purchase of the trees, bushes, or

vines;

- documentation of labor and equipment used to plant or remove the lost trees, bushes, or vines;
- chemical, fertilizer, or other related receipts to substantiate the existence of the trees, bushes, or vines;
- Risk Management Agency (RMA) appraisal worksheet;
- certifications of tree, bush, or vine losses by third parties, such as consultants, Extension Service, universities, or Government personnel, but only if there is no other documentation available.

Additional Information

As always, producers are encouraged to report all cropland and pastureland in addition to maintaining documentation of losses. Producers who do not market crops nor have appraisals performed should be keeping contemporaneous records of production. Changes may occur to the reporting and documentation with the passage of the new Farm Bill, but by reporting crops and maintaining quality documentation, producers may be able to meet the proper reporting and documentation requirements for any new disaster assistance programs implemented.

Producers are also encouraged to report crop conditions to their county FSA office so that the information may be used to support the potential request for disaster declarations.

For more information or questions about disaster assistance programs, contact the local USDA Service Center or visit www.fsa.usda.gov.



For more information, visit www.fsa.usda.gov or contact your local USDA Service Center.

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 of part of an individual's income is derived from any public assistance program. (Not all 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.