

For: State and County Offices

2005 Land Value Survey (LVS) Report (EIP-51R)

Approved by: Administrator



1 Overview

A Background

The annual LVS Report (EIP-51R) for 2005 for farm and ranch land values and cash rents will continue the process used since 2001.

This survey provides information that is very important to USDA and FSA. FSA uses this information in Agency programs and policies. In addition, NASS will use this information to assist in developing official annual State-level estimates of agricultural land values.

Note: It is extremely important that great care and attention be given to providing accurate and complete information when preparing the survey reports.

As with the last 4 surveys, the reporting process is a fully automated, online, Intranet-based system. When County Offices complete the report, the survey information becomes immediately available to the following:

- State Office for review and approval
- National Office.

This process makes it easy for everyone in FSA, from the County Offices to the National Office, to develop and use more accurate, complete, and consistent farm and ranch land value and cash rental data.

<p>Disposal Date</p> <p>October 1, 2006</p>	<p>Distribution</p> <p>State Offices; State Offices relay to County Offices</p>
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1 Overview (Continued)

B Purpose

This notice:

- provides State and County Offices with instructions for completing and reviewing the 2005 LVS Report for obtaining county-level estimates of the following:
 - average per-acre value for farm and ranch land and improvements, excluding residences, barns, and other buildings considered part of a farm or ranch
 - average per-acre cash rents **or** cash rent equivalent of share rents for cropland and pasture
- directs State and County Offices to report any necessary corrections to the National Office concerning LVS data from previous years
- directs State Offices on the security procedures necessary to access the 2005 LVS Report system.

C Contact

The following table provides contacts for help with this process.

IF located in the...	THEN contact the...
County Office	<ul style="list-style-type: none">• State Office Program Specialist for assistance completing the survey• State's Technology Service (ITS) group for assistance with accessing eAuthentication.
State Office	the National Help Desk.

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2 Action

A General Provisions

County Offices shall review 2004 LVS data. County Offices will report any corrections needed or questions to Veronica Gray at 202-720-8839 or veronica.gray@wdc.usda.gov.

State and County Offices shall:

- use the Internet Explorer browser to access the LVS system
- complete the 2005 LVS Report according to instructions in this notice and those provided from the “**Help**” button on the State Menu and in the “Prepare” and “Change” Reports in the County LVS Menu.

Note: The Help Menu content may be printed if needed.

The 1998, 2000 through 2004 survey data and the 2005 LVS Report can also be printed.

Note: When printing either report; the “Page Setup” right and left margins must be set at “0” before printing. Print either report by accessing the print icon on the standard tool bar. Upon completing LVS Report, return the print margins to the original settings.

One 2005 LVS Report shall be completed by each County Office for their county and any other county for which they have administrative responsibility, before COB January 31, 2006.

State Offices are required to review and approve all 2005 LVS data for each county. County Offices shall modify any survey data, if their State Office determines it necessary, to ensure that the survey reflects current land value and rental market conditions and general geographic consistency within the State.

For the 2005 LVS, the eAuthentication user id and password will automatically log the user into the LVS system.

Note: The 2005 LVS includes an “AFIDA” button that does not affect LVS. It provides a new user tool for calculating the value of foreign-owned agricultural land.

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2 Action (Continued)

B County Office Action

County Offices shall complete the LVS Reports for 2005 by COB January 31, 2006. The entries included in the LVS Report shall reflect land value and rental market conditions existing in the county during December 2005. The State Offices will monitor the progress of the County Offices in meeting the report deadline through the LVS reporting system.

Before entering 2005 data, County Offices shall review and report any corrections needed in 2004 LVS data. Data from the 2004 survey can be accessed through the County Menu, "Inquiry" button. Report any corrections to Veronica Gray at Veronica.gray@wdc.usda.gov. The following information is needed to correct errors:

- State
- county
- item description (irrigated cropland cash rent, etc.)
- old value
- new value
- short explanation.

Note: No changes will be made without State Office concurrence.

County Offices shall complete the following steps to access a specific County Menu for preparing the annual LVS Report.

Step	Action
1	Open the Internet Explorer browser.
2	ENTER " http://intranet.fsa.usda.gov/ " into the location bar of the Internet Explorer browser to access the USDA FSA Intranet Home Page.
3	Under "Other Related Links", click on "State & County".
4	Click on the appropriate State from the map.
5	Select the specific County Office from the drop-down menu.
6	Click on "Land Value Survey" to access the LVS system. Note: Because LVS now uses the eAuthentication user id and password, the user is required to enter those to gain access to LVS.

Note: FSA-326 is strictly a worksheet to assist County Offices in assembling and organizing the information before completing the report online. Using FSA-326 is optional and may be discarded when the online report is completed. FSA-326 is available:

- by clicking on "LVS Worksheet" on the County Menu
- at the FFAS Employee Forms site at <http://165.221.16.90/dam/ffasforms/Actionlist.asp>.

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2 Action (Continued)

C State Office Action

State Offices shall complete reviewing and approving the LVS Reports for all the County Offices in the State by COB February 28, 2006. The National Office will observe the progress of the State Offices in meeting the review and approval deadline through the LVS reporting system.

State Offices shall complete the following steps to access the LVS Reporting System's State Menu.

Step	Action
1	Open the Internet Explorer browser.
2	ENTER " http://intranet.fsa.usda.gov/ " into the location bar of the Internet Explorer browser to access the USDA FSA Intranet Home Page.
3	Under "Other Related Links", click on "State & County".
4	Click on the appropriate State from the map.
5	Click on "Land Value Survey" to access the LVS system.
	Note: Because LVS now uses the eAuthentication user id and password, the user is required to enter those to gain access to LVS.

D National LVS Maps

Twice each week during the January-February 2006 period, the National Office will update the Intranet-posted State maps showing the land values and rental data for each reporting county in that State. These maps are provided to assist in reviewing and approving the 2005 data that the County Offices report.

Note: Maps will reflect the information available the morning the map was created and will not reflect information entered after that time.

State Offices shall:

- review and approve the LVS Report submitted by each applicable County Office
- have County Offices correct all survey data, when determined necessary, to ensure that the survey data accurately reflects land value and rental market conditions in December 2005 and general geographic consistency within each State before approving the 2005 LVS Report.

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2 Action (Continued)

E Schedule and Deadlines

State and County Offices shall complete the following actions by the indicated deadlines.

Step	Action	Deadline
1	County Offices shall complete the 2005 LVS Reports and have ready for State Offices to review.	COB January 31, 2006
2	State Offices shall complete the review and approval of the information provided in the reports from their County Offices, including having the County Offices make any needed modifications.	COB February 28, 2006