

For: State and County Offices

2007 Land Value Survey (LVS) Report (EIP-51R)

Approved by: Administrator



1 Overview

A Background

The annual LVS Report (EIP-51R) for 2007 farm and ranch land values and cash rents will continue the process used since 2001.

FSA uses LVS Report (EIP-51R) to collect the following from County Offices:

- estimates of average per-acre value for farm and ranch land and improvements, excluding residences, barns, and other buildings considered part of a farm or ranch
- estimates of average per-acre cash rents **or** cash rent equivalent of share rents for cropland and pasture.

FSA uses this information to ensure that program payments adequately reflect market conditions. NASS uses 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 LVS Report (EIP-51R).

The reporting process is a fully automated, online, Intranet-based system. When County Offices complete LVS Report (EIP-51R), the information becomes immediately available to the following:

- State Office for review and approval.
- FSA National Office.

LVS Report (EIP-51R) makes it easy to develop and use more accurate, complete, and consistent farm and ranch land value and cash rental data.

Disposal Date	Distribution
May 1, 2008	State Offices; State Offices relay to County Offices

Notice AO-1405

1 Overview (Continued)

B Purpose

This notice:

- provides State and County Offices with instructions for completing and reviewing the LVS Report (EIP-51R)
- directs State and County Offices to report any necessary corrections to the National Office about LVS data from previous years
- directs State Offices on the security procedures necessary to access the LVS Report System
- obsoletes Notice AO-1403.

C Contact

If technical assistance is required, contact the State IT Specialist or OCIO/ITS Service Desk at 800-255-2434.

2 Action

A General Provisions

State and County Offices shall use Internet Explorer browser to access the LVS Report System.

County Offices shall review 2006 LVS data and report any corrections needed to Rich Iovanna, EPAS by either of the following:

- e-mail at rich.iovanna@wdc.usda.gov
- telephone at 202-720-5291.

State and County Offices shall complete the 2007 LVS Report (EIP-51R) according to instructions:

- in this notice
- provided on the State Menu through the “**Help**” button
- provided on the County LVS Menu in the Prepare and Change Reports.

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

LVS Report (EIP-51R) data for 1998, 2000 through 2006, and 2007 can be printed. The “Page Setup” right and left margins **must** be set at “0” **before** printing. After completing LVS Report (EIP-51R) printing, return print margins to the original settings.

Notice AO-1405

2 Action (Continued)

A General Provisions (Continued)

One 2007 LVS Report (EIP-51R) shall be completed by each County Office for their county and any other county for which they have administrative responsibility, **before COB February 29, 2008.**

State Offices are required to review and approve all 2007 LVS Report (EIP-51R) data for each county. County Offices shall modify any data, if their State Office determines it necessary, to ensure that the 2007 LVS Report (EIP-51R) reflects current land value and rental market conditions and general geographic consistency within the State.

For the 2007 LVS Report (EIP-51R), **eAuthentication** user ID's and passwords will automatically log users into the LVS Report System.

Note: The 2007 LVS Report (EIP-51R) includes an "AFIDA" button that does **not** affect 2007 LVS Report (EIP-51R); the "AFIDA" button provides a user tool for calculating the value of foreign-owned agricultural land.

B County Office Action

County Offices shall complete the 2007 LVS Report (EIP-51R) by COB **February 29, 2008.** The entries included in 2007 LVS Report (EIP-51R) shall reflect land value and rental market conditions existing in the county during December 2007. State Offices will monitor the progress of County Offices in meeting the reporting deadline through the LVS Report System.

Notes: Crop and forest lands shall be valued at their highest agricultural use, which is defined to include hunting. Accordingly, 2007 LVS Report (EIP-51R) shall reflect lands that have been sold for hunting.

Rental rate estimates shall pertain to lease agreements associated with the 2007 crop year.

Before entering 2007 data, County Offices shall review and report any corrections needed in the 2006 LVS data. Data from 2006 can be accessed under County Menu, CLICK "Inquiry". Report any corrections to Rich Iovanna, EPAS at rich.iovanna@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.

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2 Action (Continued)

B County Office Action (Continued)

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 2007 LVS Report (EIP-51R).

Step	Action
1	Go to FSA Intranet Home Page at http://intranet.fsa.usda.gov .
2	Under Other Related Links, CLICK "State & County".
3	Click the appropriate State from the map.
4	Select the specific County Office from the drop-down menu.
5	CLICK "Land Value Survey" to access the LVS Report System.
	Note: Users are required to enter their eAuthentication user ID and password to gain access to the LVS Report System.

Note: FSA-326 is available on the County LVS Menu to assist County Offices in completing the 2007 LVS Report (EIP-51R). FSA-326 is strictly a worksheet or scratch sheet that can be used to assemble and organize the information before completing the 2007 LVS Report (EIP-51R) online. To access the FSA-326 link, on the County Menu, CLICK "LVS Worksheet". Using FSA-326 is optional. FSA-326 may be discarded when the 2007 LVS Report (EIP-51R) online has been completed.

C State Office Action

State Offices shall complete reviewing and approving the 2007 LVS Report (EIP-51R) for **all** County Offices in their State by **COB March 31, 2008**.

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

Step	Action
1	Go to FSA Intranet Home Page at http://intranet.fsa.usda.gov .
2	Under Other Related Links, CLICK "State & County".
3	Click the appropriate State from the map.
5	CLICK "Land Value Survey" to access the LVS Report System.
	Note: Users are required to enter their eAuthentication user ID and password to gain access to the LVS Report System.

Notice AO-1405

2 Action (Continued)

C State Office Action (Continued)

State Offices shall review the 2007 LVS Report (EIP-51R) submitted by each applicable County Office to ensure that the data accurately reflect:

- land value and rental market conditions in December 2007
- general geographic consistency within each State.

Note: State Offices shall review each report in consultation with the FSA appraiser whose territory includes the county in question.

Before approving the 2007 LVS Report (EIP-51R), State Offices shall have County Offices make any corrections to their data determined necessary.

D National LVS Maps

Twice each week, from January through February 2008, the National Office will update the Intranet-posted State maps displaying the land values and rental data for each reporting county in each State. These maps are provided to assist in reviewing and approving the 2007 data that County Offices report.

Note: Maps will reflect State submitted data received as of the morning the map is created. Data submitted after map creation will be reflected on the next map update.

E Schedule and Deadlines

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

Action	Deadline
County Offices shall complete the 2007 LVS Report (EIP-51R) and have them ready for State Office review.	COB February 29, 2008
State Offices shall complete the 2007 LVS Report (EIP-51R) review and approval of the information provided from their County Offices, including having the County Offices make any needed modifications.	COB March 31, 2008