

For: All FSA Employees and Offices

Agricultural Risk Coverage (ARC) and Price Loss Coverage (PLC) Crop History Review

Approved by: Acting Deputy Administrator, Farm Programs



1 Overview

A Background

The Agricultural Improvement Act of 2018 (2018 Farm Bill) authorizes the ARC and PLC programs. The 2018 Farm Bill includes a provision that farms with all cropland planted to grass or pasture, including cropland that was idle or fallow, in each year during the period beginning on January 1, 2009, and ending on December 31, 2017, will:

- not receive ARCPLC payments for crop years 2019 through 2023
- maintain all base acres and payment yields on the farm
- be ineligible to change the election on the farm
- not be reconstituted to void or change the treatment of base acres covered in this provision.

As constituted in 2019, farms identified as having all cropland planted to grass, including cropland that was idle or fallow, during the period from January 1, 2009, through December 31, 2017, will be flagged as ineligible for ARCPLC payments in Farm Records. However, there are farms without a determination that all cropland was planted to grass, including cropland that was idle or fallow because of reconstitutions, farm transfers, or incomplete acreage report data. In these cases, the farms will automatically be flagged as ineligible and further research must be completed to determine eligibility for 2019-2023 ARCPLC payments. The County Office will be required to review farms with missing crop history to determine whether the farm had a history other than grass, idle, or fallow recorded in the Crop Acreage Reporting System (CARS). If a producer reported a minimum of .01 acre to a crop other than grass, idle, or fallow on the farm between January 1, 2009, and December 31, 2017, the farm will be eligible for ARCPLC payments. The County Office will then be required to remove the ineligible flag from Farm Records.

Disposal Date

November 1, 2019

Distribution

All FSA Employees; State Offices relay to
County Offices

1 Overview (Continued)

B Purpose

This notice provides:

- a timeline for conducting the review of farms that have missing FSA-578 data from January 1, 2009, through December 31, 2017

Note: When considering crops planted on the farm from January 1, 2009, through December 31, 2017, a crop planted during that period would be included. For example, the FSA-578 for a 2018 crop may show a 2018 crop with a planting date of December 31, 2017, or earlier.

- information on ineligible crops and crop types with respect to grass, idle, or fallow
- instructions on how to review the report of farms with incomplete data
- information on where a tract division, tract combination, farm reconstitution, or farm transfer was completed during the years 2009 through 2019
- methods to identify reported crop acreage by tract for each farm and to research reconstitution reports
- policy to update or correct missing acreage report data for the years 2009 through 2018

Note: County Offices are not required to conduct an entire acreage review for all applicable years. It is only necessary to find .01 acre of a reported crop that is not considered grass, idle, or fallow in one of the years 2009 through 2017.

- information on producer letters that will be issued after County Offices have completed the research.

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2 Researching Cropland Reported as Grass, Idle, or Fallow

A Timeline

Assignment	Timeframe
County Offices receive a list of farms identified as missing crop history requirements according to this notice.	May 1, 2019.
County Offices research cropping history for farms on the list that have been reconstituted or transferred.	May 1, 2019.
Farm Records software will be updated with an ineligible flag on all farms with known grass, idle, and fallow history as well as all farms with missing history Note: When the final farm report is pulled, and until the ineligible flags are set, all reconstitutions will be turned off to ensure farm structure does not change.	Approximately June 15, 2019.
County Offices override the crop history eligibility flag in MIDAS/Customer Relationship Management (CRM)/Farm Records System (FRS).	As crop history research is completed.
Owners and operators receive letters.	After Farm Records software is updated with the 2019 ARCPLC ineligible flag.
Owners and operators contact the County Office to request late-file acreage reports.	Within 30 days from receipt of letter.

B Definition of Grass, Idle, or Fallow

The following chart lists the crops, regardless of intended use, that are considered grass, idle, or fallow.

Crop Name	Crop Code	Crop Abbreviation	Type Name
Fallow	0101	FALLOW	
Idle	0105	IDLE	
Mixed Forage	0296	MIXFG	IGS, NSG
Grass	0102	GRASS	All types

C Report to the County Office

County Offices will receive a report of the 2019 farms missing CARS data for the period January 1, 2009, through December 31, 2017, for the following farms that did not file:

- any acreage reports between January 1, 2009, through December 31, 2017
- acreage reports for all their cropland, but what was reported included only grass, idle, or fallow.

2 Researching Cropland Reported as Grass, Idle, or Fallow (Continued)

C Report to the County Office (Continued)

The report will include the State/County Code, Farm Number, and the years determined to have data loaded in CARS. County Offices **must** review each farm's data in CARS or the manual history folders to determine whether there was at least .01 acre reported as a crop not listed in subparagraph 1 B from January 1, 2009, through December 31, 2017. County Offices must review the Reconstitution Reports in Farm Records to find the parent farm/tract to search for cropping history of reconstituted farms, see paragraph 3. When completing the research, once .01 acre of a crop not listed in subparagraph 1 B is found to be reported during the applicable years, **no** further research is necessary. These farms will be determined eligible and County Offices will keep manual records of these farms until additional guidance is provided with software instructions for updating the flag status.

D Owner and Operator Letters

Owners and operators will be notified by letter about the provision of cropland reported as grass, idle, or fallow for the period from January 1, 2009, through December 31, 2017, for 1 of the following categories:

- all cropland on the farm was reported to FSA for each applicable year as grass, idle, or fallow
- all data available in CARS for the farm indicates that all cropland was reported as grass, idle, or fallow for some years, but a complete report was not found for all years because of a reconstitution, farm transfer, or an unfiled or incomplete acreage report
- no acreage report data is available in CARS for any of the applicable years for the farm.

The data used to determine which farms are sent letters will be pulled on June 21, 2019. A forthcoming ARCPLC notice will provide:

- a copy of each letter, and
- identify the FSN and recipient of the applicable letter.

E Late-Filed Acreage Reports

If the owner or operator cannot provide acceptable cropping history according to 2-CP for one of the years from January 1, 2009, through December 31, 2017, then the farm will be determined idle or fallow and is ineligible.

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3 Researching Missing Tract Crop Acreage History

A Identifying Tracts and Farms with Missing Crop Acreage

County Offices must perform the following steps to find tracts with missing eligible crop acreage from January 1, 2009, through December 31, 2017.

Step	Action
1	Download the “Farms with Missing FSA-578 Data” spreadsheet located on the ARCPLC SharePoint site at https://sharepoint.fsa.usda.net/mgr/dafp/PECD/arcplc/sitepages/home.aspx .
2	For farms with no FSA-578 for all years, use available CARS acreage data and/or manual history folders to determine whether at least .01 acre of an eligible crop was reported on any tract of the farm in any year from January 1, 2009, through December 31, 2017. If only grass, idle, or fallow were recorded in all years that records are available, the farm meets the definition of all cropland planted to grass, idle, or fallow for all years from January 1, 2009, through December 31, 2017. Note on the report that the farm is ineligible for ARCPLC payments. If the County Office determines at least .01 acre of crops, other than grass, idle, or fallow was reported in any year from January 1, 2009, through December 31, 2017, note on the report that the farm is eligible for ARCPLC payments.
3	Some farms listed on the report will have missing data because of a reconstitution or farm transfer. County Offices must research the missing data by first determining the parent farm and/or tract of the listed farm. - Run the “Reconstitution Status Report” from Farm Records for 2009 through 2013 to identify parent tracts and farms. - Run the “Reconstitution County Summary Report” in CRM under Farm Records for parent tracts and farms for 2014 through 2019 running each year separately. Notes: Each year’s report must be run separately. There may be missing reconstitution history in CRM from 2014 through 2017 after the MIDAS CRM implementation. County Offices must manually search records, including history folders or executive minutes, to determine parent farms and/or tracts. County Offices may run the Tract History Report in Data Mart according to 12-CM, paragraph 211.
4	Once parent farms/tracts have been identified, use Step 2 to identify farms with at least .01 acre that were reported as a crop not considered grass, idle, or fallow.
5	When all research is complete, save and/or print the “Farms with Missing FSA-578 Data” report and file in an easily accessible location. This information will be needed to update the farm’s ineligible status in CRM FRS.

3 Researching Missing Tract Crop Acreage History (Continued)

A Identifying Tracts and Farms with Missing Crop Acreage (Continued)

Note: When considering crops planted from January 1, 2009, through December 31, 2017, review 2018 FSA-578's too as some 2018 crops may have been reported with a planting date of December 31, 2017, or earlier.

Example: 2018 wheat reported as having been planted in the fall of 2017 qualifies the farm for 2019 through 2023 ARCPLC payments.

B Downloading Reconstitution Status Reports for 2009 Through 2013 Before MIDAS Conversion

The "Reconstitution Status Report" can be accessed from the Reports screen in Farm Records located at <http://fsaintranet.sc.egov.usda.gov/fsa/applications.asp>.

From the FSA Intranet Applications Screen:

- under "FSA Applications" and then under "Applications Directory", CLICK "D-F"
- under "Applications with names starting with D to F", scroll down and CLICK "Farm Records"
- after authentication, CLICK "Reports" on the Farm Records Screen
- CLICK the "Reconstitution Status Report" link on the Report Selection Screen.

For all reconstitutions completed in 2009, do the following:

- select user's "County" from the dropdown list
- select 2009 for the year
- CLICK on the "All" radio button

Note: If "Tract" is selected, then additional steps to find the child farm number are required for most all tract divisions.

- Under "Report Date Range", enter:
 - "10/01/2008" for "From"
 - "09/30/2009" for "To"
- CLICK "Submit".

3 Researching Missing Tract Crop Acreage History (Continued)

B Downloading Reconstitution Status Reports for 2009 Through 2013 Before MIDAS Conversion (Continued)

The following is an example of the Reconstitution Status Report that will be generated and displayed in a PDF file, with a list of all reconstitutions in numerical order.

Iowa
Boone

Selection Criteria

Year: 2010

Reconstitution Level: Tract

Date Range: 10/01/2009 - 09/30/2010

U.S. Department Of Agriculture
Farm Service Agency

Reconstitution Status Report

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Number	Reconstitution Type	Reconstitution Status	Reconstitution Date	Date Approved	Parent		Resulting	
					Farm	Tract	Farm	Tract
2	Tract combination	Complete	11/3/2009		5211	2214 2215	5211	6665
3	Tract combination	Complete	11/4/2009		1568	1455 3375	1568	6666
4	Tract combination	Complete	11/4/2009		5174	4014	5174	6667

County Offices may print the report. Each year, from 2009 through 2013, will need to be generated separately. Adjust the “Year”, “From”, and “To” fields accordingly, resulting in 5 reports.

Note: The 2013 report will only reflect reconstitutions completed **before** MIDAS CRM conversion.

C Downloading the Reconstitution County Summary Reports for 2014 Through 2019 After MIDAS Conversion

The “Reconstitution County Summary Report” can be accessed from the Reports screen in Farm Records on located at <http://fsaintranet.sc.egov.usda.gov/fsa/applications.asp>.

From the FSA Intranet Applications Screen:

- under “FSA Applications” and then under “Applications Directory”, CLICK “G-O”
- under “Applications with names starting with G to O”, scroll down and CLICK “MIDAS CRM Customer Relationship Management”
- after authentication, CLICK on the Farm Records link
- under Reports, CLICK “Reconstitution Reports”
- select “**Reconstitution County Summary Report**” from the dropdown list on the Search Criteria screen.

3 Researching Missing Tract Crop Acreage History (Continued)

C Downloading the Reconstitution County Summary Reports for 2014 Through 2019 After MIDAS Conversion (Continued)

For all reconstitutions completed in 2014, do the following:

- enter 2014 for the year
- select the user's "State" and "County" from the dropdown lists
- enter the Date Range as "10/01/2013" to "9/30/2014"
- CLICK "Search"
- CLICK the "Reconstitution Report" button on the Results page.

The following is an example of the "Reconstitution County Summary Report" that will be generated with a list of reconstitutions in numerical order.

MISSISSIPPI
COAHOMA

United States Department of Agriculture
Farm Service Agency

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Reconstitution Status Report

Selection Criteria:
Year: 2017
Reconstitution Level: Farm and Tract
Date Range: 10/01/2016 - 09/30/2017

Reconstitution Detail								
Number	Reconstitution Type	Status	Reconstitution Date	Completed Date	Farm	Parent Tract	Resulting Farm	Resulting Tract
1	Tract Division	Complete	03/21/2017	03/21/2017	3586	7105	3586	8814 8815
2	Farm Division	Complete	03/21/2017	03/21/2017	3586	945 1720 7107	4750	945 1720 7107

County Offices may print the report. Each year, 2014 through 2019, must be generated separately, resulting in 4 reports.

D Identifying Farms Transferred between 2009-2019

For farm transfers completed from 2009 through June 2014, receiving County Offices must manually review FSA-179 or COC minutes to identify the parent tracts and farms which were transferred in and the resulting farm and tract numbers assigned. Web FRS and CRM FR do not provide a report identifying the parent tracts or farms that were transferred from another county during this timeframe. After June 2014, the CRM application was enhanced to improve farm transfer tracking. Transfers completed in CRM after June 2014 can be identified through the "Farm In Out Transfer" report in Enterprise Data Warehouse according to 12-CM, paragraph 212.

If the receiving County Office has FSA-578 data that supports the farm's eligibility, the County Office will note that the farm is eligible on the report.

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3 Researching Missing Tract Crop Acreage History (Continued)

D Identifying Farms Transferred between 2009-2019 (Continued)

If there is no FSA-578 data in the receiving County Office to support the farm's eligibility, the County Office will contact the transferring county and request the missing information to complete the research. The Nationwide Customer Service option in CARS is an alternative source for the receiving County Office to review. Once the research is complete, the County Office will note on the report if the farm is eligible or ineligible based on the data received.

4 Action

A State Office Action

State Offices will provide guidance and training to County Offices on the research of missing FSA-578 data and on determination of farm eligibility for the period January 1, 2009, through December 31, 2017.

B County Office Action

County Offices will follow this notice to research the farms listed on the "Farms with Missing FSA-578 Data" report to determine eligibility for the ARCPLC program based on the cropping history of the current farm traced back to the parent farms and tracts for the period January 1, 2009, through December 31, 2017. County Offices must manually track resulting eligibility determinations through notations on the "Farms with Missing FSA-578 Data" report.

When the software is available, County Offices will be notified to override the crop history eligibility flag in MIDAS/CRM/FRS for eligible farms.

County Offices must complete the data entry in MIDAS/CRM/FRS by June 28, 2019.