

For: State and County Offices, CMA's, DMA's, and LSA's

Updating CMA, DMA, or LSA Producer Subsidiary Records

Approved by: Acting Deputy Administrator, Farm Programs



1 Overview

A Background

According to Notice PL-147, an edit that ran on November 2, 2006, reset the following key eligibility determinations and certifications to a negative condition:

- person determinations
- actively engaged determinations
- AD-1026 certifications
- adjusted gross income (AGI) certifications
- cash rent tenant certification
- gross revenue for NAP certifications.

County Offices were instructed to begin the task of updating the applicable determinations/certifications on November 3, 2006.

CMA's, DMA's, and LSA's have started making file submissions to the CMA eligibility process to make 2007 crop year eligibility determinations for their members.

CMA process reports indicate that a significant percentage of records, over 40 percent, are ineligible for MAL or LDP because of invalid AD-1026 status. Also error rates for flags that indicate benefits should be denied to producers are significant, as well. Those flags are:

- PCF factor less than 1.0000
- possibly not actively engaged
- possible invalid person determination status.

PSD has verified that subsidiary records may not always be up to date by comparing CMA process determinations for a sampling of producers to the web-based subsidiary system. PSD also verified that CMA reports on the System 36 may be used as a tool to identify CMA, DMA, or LSA producers who are ineligible and whose records may need updating. This should alleviate the need for CMA's, DMA's, and LSA's to request numerous and time consuming manual requests for eligibility.

Disposal Date	Distribution
June 1, 2008	State Offices; State Offices relay to County Offices, CMA's, DMA's, and LSA's

Notice CMA-109

1 Overview (Continued)

B Purpose

This notice requests recording County Offices that maintain records for CMA, DMA, or LSA producers to:

- identify producers that are ineligible according to System 36 CMA reports
- review eligibility information for accuracy and update properly completed determinations and certifications according to 3-PL.

C Contact

County Offices shall route questions through State Offices about this notice to either:

- Shanita Hines by telephone at 202-720-9888
- Chris Kyer by telephone at 202-720-7935.

2 County Office Actions

A CMA Reports

To identify CMA, DMA, or LSA producers whose records require updating, County Offices in all States where there is CMA, DMA, or LSA activity shall:

- access the CMA status report according to 1-CMA, subparagraph 190 B

Note: The CMA status report for all producers in a county may display 2005 as the program year. However, the producer data is for the current year.

- use the resulting reports to identify producers whose eligibility records need further analysis.

Note: CMA process error codes correspond with the field number in the applicable CMA process record that indicates a problem. Further information about each field can be found in 1-CMA, paragraphs 315 through 371.

B Updating Producer Subsidiary Records

As soon as possible, recording County Offices shall:

- review proper eligibility documentation for accuracy
- update properly completed determinations and certifications per 3-PL.