

For: State and County Offices

**Handling Signup 26 Offers Affected by the Access General Signup System (AGSS)
Software Correction Patch**

Approved by: Acting Deputy Administrator, Farm Programs



1 Overview

A Background

Since the release of AGSS software to enter offers for General Signup 26, problems were identified and corrective software prepared. A software patch addressing all known errors was made available on May 23, 2003, for download and installation to PC's running AGSS software. See Informational Bulletin No. 2709, dated 5/23/2003.

Note: All PC's on which the AGSS software was loaded must be updated with the software patch.

After installing the software patch, County Offices must review and correct any offers entered before the software update with incorrectly calculated Environmental Benefits Index (EBI) scores. For offers that are corrected, County Offices must notify affected producers of the changes and provide them with the opportunity to adjust their offer.

Several State Offices have requested updates to various Conservation Priority Area (CPA) "zone" information. Those updates are included in the software patch as table file updates and are listed in Exhibit 1.

B Purpose

This notice provides instructions for:

- determining which offers to review and modify
- handling previously entered offers that have incorrect EBI scores
- notifying producers of corrections and their opportunity to adjust their offers.

Disposal Date	Distribution
August 1, 2003 6-9-03	State Offices; State Offices relay to County Offices

Page 1

Notice CRP-437

2 Identifying and Correcting Offers With Incorrect N1c Scores

A Identifying Affected Offers

Only those offers for land physically located in a Wildlife (WL) Priority Zone may have been calculated incorrectly. County Offices that do not administer lands within a WL Priority Zone should not review and modify offers according to this paragraph. Some offers, depending on the number and order of practices applied, were not correctly awarded 30 points for N1c, even though the practice(s) entered were designated as consistent with habitat restoration and the acreage of the eligible practices met the 90 percent level required to receive the points.

County Offices with physical locations within WL Priority Zones shall review all offers that were entered before the software patch was installed to verify the proper assignment of N1c points. No further action is required for those with properly awarded points.

B Correcting Offers With Incorrectly Calculated N1c Points

To correct those offers that were not awarded N1c points correctly, access the offer using the "Modify" offers button from the Main AGSS Startup Screen. Refer to the User Guide for instructions on accessing offers for modification. The updated software will correctly update the N1c score as the user goes through the offer making no changes and clicking "Next" on each screen. Record the update to the database by clicking "Done" on the last screen. Reprint CRP-1 and CRP-2 and verify the entries for EBI scores by comparison with the original CRP-1 and CRP-2.

C Notification of Producers

For those offers that were corrected and previously signed CRP-1 and CRP-2 are on file, complete the following by the announced final transmission deadline:

- notify those producers who submitted offers that an error was discovered and the EBI score on the offer submitted was incorrect
- request the producer revisit the County Office with the original CRP-1 and CRP-2
- inform the producer of the changes that occurred and the impact those changes have on the offer
- allow the producer to modify any aspect of the offer allowed until the end of the sign-up period according to procedure
- print corrected CRP-1 and CRP-2
- have producers sign and date updated CRP-1's and CRP-2's according to procedure

Notice CRP-437

2 Identifying and Correcting Offers With Incorrect N1c Scores (Continued)

C Notification of Producers (Continued)

- clearly mark all old forms with a large “X”, write “INCORRECT N1c SCORE”, and attach to the new CRP-1 and CRP-2
- retain file copies and provide copies of the new forms to the producer.

For those offers that were corrected and a signed CRP-1 and CRP-2 were not submitted, complete the following by the final signup date:

- notify the producer that there was an error on the proposed offer and that the EBI score is incorrect
- provide the producer with the corrected CRP-1 and CRP-2 for review
- allow the producer to modify the proposed offer and sign CRP-1 and CRP-2 by the final signup date.

3 Other Problems Addressed by the AGSS Software Patch

A New Land Offered Less Than 1.0 Acre

Updated software will allow users to enter “New Land” that is less than 1.0 acre for offer types C, E, and G. Offers that could not be entered previously because the software rejected the “New Land” entry because it was less than 1.0 acre can now be entered into the system.

B Printing CRP-1 and CRP-2

Updated software will allow the printing of CRP-1 and CRP-2 with updated offer information after modifying an offer without closing the AGSS application and restarting.

C Entering, Modifying, and Printing Offers When Number of Offers Exceeds 200

County Offices that had over 200 offers entered were unable to print or modify those offers in excess of 200. After the patch is installed, affected offices can go back and print and/or modify all applicable offers entered in the system.

Notice CRP-437

3 Action

A County Office Action

County Offices receiving offers that administer land located within WL Priority Zones or that are affected by other software modifications in the patch shall, after installing the AGSS software patch according to Informational Bulletin 2709, dated 5/23/2003, follow the provisions of this notice to identify and correct offers.

County Offices listed in Exhibit 1 shall take appropriate action to ensure that all offers entered before installing the software patch and data table updates are reviewed and modified as necessary for the correct EBI score calculation.

After corrections are made, inform affected producers of their options for resigning corrected CRP-1 and CRP-2.

B State Office Action

State Offices shall:

- ensure County Offices follow the provisions of this notice
- notify CEPD of any problems encountered completing the provisions of this notice.

Data File Updates Included in AGSS Software Patch

The following table lists the updates to WL and Water Quality (WQ) Zones included in the AGSS software patch released on May 23, 2003.

State	Counties Affected	Zone	Status Change of Affected Practices
KY	All counties administering land located within WL Priority Zones	WL	CP4D and CP12 practices identified (added) as beneficial to the wildlife species of concern addressed by the zone.
MT	Petroleum, Rosebud, part of Fergus, part of Garfield	WL	All practices except CP2 that were previously identified as beneficial to the wildlife species of concern addressed by the zone were removed from that classification. CP2 is now the only practice identified as beneficial to the wildlife species of concern addressed by the zone.
LA	Acadia, Allen, Avoyelles*, Beauregard, Bienville, Calcasieu, Caldwell*, E Baton Rouge, Evangeline, Grant*, Jackson, Jefferson Davis, LaSalle, Livingston, Natchitoches*, Rapides*, Sabine, St. Helena, St. Tammany, Tangipahoa, Washington, Vernon, Winn	WL	The following practices are added to the WL data table as beneficial to the wildlife species of concern addressed by the zone: CP4D, CP10, CP11, CP12. Note: CP2, CP3, and CP3A were already identified.
		WQ	Listed counties were added to the table as being in a WQ Zone. Counties marked with "*" and West Feliciana and Catahoula counties (not listed) were previously identified as having a part of the county in a WQ Zone and are now identified as entirely within the WQ Zone.
OH	39-003 to 39-175 (all counties except 39-001 which was already identified)	WL	CP-10 practice identified as beneficial to the wildlife species of concern addressed by the zone.
OK	Alfalfa, Caddo, Comanche, Craig, Custer, Garfield, Grady, Grant, Greer, Jackson, Kay, Kingfisher, Kiowa, Logan, Major, Mayes, Noble, Nowata, Osage, Ottawa, Payne, Roger Mills, Rogers, Tillman, Wagoner, Washington, Washita, Woods	WL	CP-25 practice identified (added) as beneficial to the wildlife species of concern addressed by the zone.