

**For:** State and County Offices

**Identifying and Correcting Questionable Crop Table Records**

**Approved by:** Acting Deputy Administrator, Farm Programs



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**1 Overview**

**A Background**

Notice DAP-166 provided information on crop table records that could have been in error. A conference call was held early July to discuss further records that were possibly in error and several files were e-mailed to help clean up the records. Since that time, all known issues with the Phase I software have been corrected and new files have been created. A report option was added to the software

**B Purpose**

This notice provides State Offices with:

- an updated list of problems detected in the 2001/2002 Disaster Crop Table that may result in incorrect records being created, which may have resulted in over or underpayments
- action that State and County Offices should take to correct the records
- website location of files to be downloaded
- procedure to access the report option.

<b>Disposal Date</b>	<b>Distribution</b>
January 1, 2004	State Offices; State Offices relay to County Offices

## Notice DAP-174

### 2 2001/2002 Disaster Crop Table Data Issues

#### A List of CDP Issues

Exhibit 1 provides a list of problems detected in 2001/2002 Disaster Crop Table that could affect payments and actions required.

#### B Action Required

State Offices shall:

- ensure that County Offices follow instructions in this notice
- notify DAFP of any other discrepancies that they discover in the crop table.

#### C 2001/2002 CDP Website

A website has been established to store the Excel spreadsheet files that were used to identify the questionable files. The location is <http://dc.ffasintranet.usda.gov/dafp/cdp2003/>. Select the Shared Documents option from the navigation menu on the left side of the screen to display the list of files mentioned in Exhibit 1.

#### D Report Options

A report of crop table records can be generated by selecting the view a record option. The page setup must be changed to landscape, either in the browser or printer dialog, to ensure the best printing option. Printing in portrait will result in blank lines to print for every record selected and columns dropped off right edge. The report will display and print:

- NCT 2002 records that were modified and newly added records in the Modified Records section
- NCT 2002 records that have not been modified and records added that do not have a pay crop/type established for them in the Records to be Modified section
- deleted records in the Deleted Records section.

#### E NAP Overrides

Any yield or price that was overridden by the NAP branch must be used, with the exception of RMA T-yield overrides. The current histories must be removed and the NAP override price or yield must be added in the 1996 historical yield block. The source should be STC. STC can document in their minutes the reasons for the change.

Problems Detected in 2001/2002 Disaster Crop Table

Problem	Corrective Action	Applicable File(s)
<p>If the crop type, intended use, or practice is insurable anywhere in the State, all counties were flagged as insurable rather than only those where insurance is offered.</p>	<p>Kansas City will create an edit to update the flags at a later date. Until that time, County Offices shall ensure that the application data is recorded properly in the system by answering question, "Was this crop insurable?", correctly on Insurance Question Screen MHADWF1A.</p> <p><b>Note:</b> Numerous problems have been identified where a noninsurable crop was initially recorded in the system as uninsured. County Offices have corrected the application by reloading the crop as noninsurable; however, the uninsured record was not deleted. To correct this condition, County Offices shall delete the uninsured record by taking the following steps.</p> <ul style="list-style-type: none"> <li>• Re-access the uninsured application data by answering the "Was this crop insurable?" question with a "Y" on Insurance Question Screen MHADWF1A.</li> <li>• PRESS "Cmd24" on the Load Acres/Production Screen MHADWH01 to delete the uninsured record.</li> </ul> <p>Some of these problem applications have been identified by the message, "NASS Season Average Price is not available for this crop", being printed on the detailed entitlement report if the NASS season average price was not available.</p>	<p>tbl2001InsFlagProb08012003.xls for the 2001 records.</p> <p>tbl2002InsFlagProb08012003.xls for the 2002 records.</p>
<p>For crops with multiple insurable practices for a single irrigation or nonirrigation practice, such as full season/double crop soybeans, the software was changing all yields for that practice to the last entered yield.</p>	<p>State Offices must update records with the applicable histories to create the different yields by insurable RMA practice. The updated records will result in CDP Applications Needing Update Due to Crop Table Changes Report to print. The applications need to be corrected by following procedure in 5-DAP, paragraph 168.</p>	<p>No files could be generated to identify these records.</p>
<p>Some States have more than one unit of measure, price, harvested, and or prevented factor. Some records also have a zero price.</p>	<p>Modify one of the records with the correct unit of measure, price, and factors. The updated records will result in CDP Applications Needing Update Due to Crop Table Changes Report to print. The applications need to be corrected by following procedure in 5-DAP, paragraph 168.</p>	<p>tblFactorsProb08012003.xls lists the unique combinations within the State.</p> <p>tblFactorsProbCty08012003.xls includes county.</p> <p>tblPriceZero08012003.xls lists the records with a zero price.</p>

**Problems Detected in 2001/2002 Disaster Crop Table (Continued)**

Problem	Corrective Action	Applicable File(s)
Some FH, PR, and JU records have questionable ranking codes or conversion factors. The software did not always recalculate the converted price if a price was updated.	State Offices must review and correct any erroneous rankings or conversion factors by following the procedure in Notice DAP-162. State Offices must update each record that has the incorrect converted price by selecting the record and taking the option to create. No data needs to be changed in the CDP crop table. The applications do not need to be corrected. Process payments according to 5-DAP, Part 12 in every county once they receive the corrected records.	tblRankConvProb08012003.xls lists the ranking and conversion questionable records.  tblConvPriceProb08012003.xls lists those records that need to be modified.
Software does not currently validate the rule of a nationwide RMA price or allow for separate prices by year.	Input the lowest price, 2001 or 2002, into one of the historical price fields. Phase II will allow the applicable price by year to be used. Any updated records will result in CDP Applications Needing Update Due to Crop Table Changes Report to print. The applications do not need to be corrected. Process payments according to 5-DAP, Part 12 once they receive the corrected records.	tblNationwidePrices.xls lists the crops and price by year.  tbl2001NatPriceExc08012003.xls for the 2001 records.  tbl2002NatPriceExc08012003.xls for the 2002 records.  Every price that does not match the RMA price for the applicable year is on the spreadsheet. If the lowest price is already being used, no changes are necessary.
Yield updates to insurable records are reverting back to the previous yield under certain circumstances.	Update the record(s) that contains the RMA crop, type, and practice first. Always update the record without the RMA data last.	No files could be generated to identify the possible reverted yields. Use the report option to verify the correct yields.
Software does not display what is being sent to the counties.	Use the report options to view what is being sent to the counties.	
States do not have access to a listing of the pay groupings used for disaster.	Access the CDP 2001/2002 website and download the applicable file.	tblCDPPayGroups.xls lists the pay groupings used for disaster.