

**For:** State and County Offices

**MIDAS Farm Records Acreage Related Remediation Reports**

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



**1 Overview**

**A Background**

This notice provides instructions for identifying and updating erroneous records in MIDAS Farm Records (MIDAS) causing replication issues between MIDAS and Web Farm Records (FRS). This notice covers replication issues because of acreage discrepancies **only**. A future notice will provide guidance for correcting non-acreage replication issues.

Notice MIDAS-10 was issued to handle data remediation for farms that were migrated with a status of in-creation and farms that are missing 1 or more CLU's.

These replication issues may be causing delays in completing program sign-up for the affected farms.

**B Purpose**

This notice informs State and County Offices of:

- reports that identify farms that have not replicated from MIDAS to FRS
- the instructions for reviewing and updating MIDAS.

**2 Reports**

**A Overview**

The following reports are available for use by the County Offices when remediating erroneous records in MIDAS:

- Failed Farms – Acreage Related Discrepancies
- Farms with Incorrect CRP Cropland or MPL Acres.

<b>Disposal Date</b>	<b>Distribution</b>
December 1, 2013 6-7-13	State Offices; State Offices relay to County Offices <b>Page 1</b>

## Notice MIDAS-11

### 2 Reports (Continued)

#### B Accessing the Reports

State and County employees can access the reports on the PECD, Common Provisions Branch website at <http://fsaintranet.sc.egov.usda.gov/ffas/farmbill/ccc/>.

The reports are available under the “Farm Records” Section.

#### C Failed Farms – Acreage Related Discrepancies Report

The “Failed Farms – Acreage Related Discrepancies” report identifies farms that have failed to replicate from MIDAS back to FRS for 1 or more of the following reasons:

- large differences in cropland and/or farmland between MIDAS and FRS – *large differences are usually caused by an incorrect GIS 3-CM indicator or CLU boundaries being incorrect*
- small differences in cropland and/or farmland between MIDAS and FRS – *small differences are usually a result of MIDAS using GIS determined acres in hundredths*
- failed validations between program acres and cropland and/or DCP cropland – *these failed validations are usually due to conservation and/or program acres being incorrect or rounding.*

See paragraph 3 for corrective action.

#### D Farms With Incorrect CRP Cropland or MPL Acres Report

Farms listed on the Farms with incorrect CRP Cropland or MPL Acres Report will have either of the following situations:

- total tract level CRP acres did not match the farm level CRP acres
- total tract level MPL acres did not match the farm level MPL acres.

See paragraph 4 for corrective action.

## Notice MIDAS-11

### 3 Failed Farms – Acreage Related Discrepancies Report

#### A Overview

The Failed Farms – Acreage Related Discrepancies Report lists farms by State and county. The farms listed on the report may have failed replication from MIDAS back to FRS for more than 1 reason. Users shall review the farms listed on the report to identify the cause of the replication failure. MIDAS provides error messages when the farms are accessed; however, these messages may not explain the cause of the replication failure.

This report will only include farms that are failing replication because of acreage-related discrepancies. Paragraph 4 provides instructions for handling farms with out-of-balance CRP and/or MPL. Notice MIDAS-10 provides instructions for correcting In-Creation Status farms. Future notices will be issued to address non-acreage-related replication issues.

#### B Remediation Steps

To remediate farms listed on the Failed Farms – Acreage Related Discrepancies Report, take the following steps.

Step	Question	IF...	THEN...
1	Do CLU's that are displayed in GIS accurately reflect the tract boundaries?	Yes	continue to step 2.
		No	refer to subparagraph C for instructions, and continue to step 2.
2	Do all CLU's have the correct Administrative State, Administrative County, Farm Number, and/or Tract Number?	Yes	continue to step 3.
		No	follow instructions in Notice MIDAS-10, and continue to step 3.
3	Is the 3-CM Cropland Indicator correct for all CLU's contained in the tract?	Yes	continue to step 4.
		No	refer to subparagraph D for instructions, and continue to step 4.
4	Is there still an error displaying for the tract?	Yes	refer to subparagraphs E, F, and G for instructions, and PRESS "Save".
		No	PRESS "Save".

**Note:** More than 1 action may need to be taken to clear all error messages from the farm in MIDAS. All error messages must be cleared before the farm can be saved. If errors persist after following these steps, submit a remedy ticket with a screen print of the error(s) being displayed.

## Notice MIDAS-11

### 3 Failed Farms – Acreage Related Discrepancies Report (Continued)

#### C CLU Boundary Verification

Visually inspect to verify that all CLU's within the farm or tract are delineated properly. If not, use the CLU editing tools to adjust CLU boundary line placement. If a boundary that is shared by different owners needs to be adjusted, do not make adjustments which result in acreage changes over .01 acres per CLU unless all involved parties are in agreement with the adjustment. Continue to follow current procedure when making CLU boundary adjustments for reasons other than those in this notice.

**Notes:** If CLU boundaries are adjusted and as a result the total farmland and/or cropland for the tract changes, the County Office shall:

- record adjustments in COC minutes
- notify affected owners and operators of adjustments according to 2-CP, paragraph 501 or 502
- not re-determine HEL according to 2-CP, paragraph 502 because of the anticipated small amount of acreage affected for each adjustment
- notify other agencies of any CLU acreage differences, as applicable
- ensure that the contract acres are not changed if boundary placement is adjusted on a CLU that is in a contract.

GIS editing is suspended when a negative Effective DCP Cropland value exists. Information Bulletin 6440 provided instructions for adjusting conservation program acres when rounding issues were causing negative Effective DCP Cropland. For negative Effective DCP Cropland not due to rounding, users shall temporarily reduce the conservation program acres that are causing the GIS editing blocking message according to subparagraph F to allow for GIS editing. After the GIS edits are complete, the original conservation program acres shall be re-entered.

#### D GIS 3-CM Indicator Not Populated Properly

Review CLU attributes to verify that the 3-CM Cropland Indicator is set to “yes” for cropland fields that meet the definition of cropland according to 10-CM. If the CLU meets the definition of cropland according to 10-CM and the 3-CM Cropland Indicator is set to “no”, reset the 3-CM Cropland Indicator to “yes”.

## Notice MIDAS-11

### 3 Failed Farms – Acreage Related Discrepancies Report (Continued)

#### E Conservation and/or Program Acres Incorrect

Review each of the following conservation acres fields and verify that the acres are correct according to the contract:

- State Conservation
- Other Conservation
- CRP Cropland
- GRP
- WRP
- WBP
- EWP.

Review each of the following FSA program acres fields and verify that the acres are correct:

- DCP Ag Related Activity
- Double Cropped.

If the acres in any of the conservation and/or program acreage fields are not correct, update the field with the correct acres.

**Note:** More than 1 field may need to be modified to clear all error messages from the farm in MIDAS. All error messages must be cleared before the farm can be saved.

#### F Negative Effective DCP Cropland Not Due to Rounding

If a tract has negative Effective DCP Cropland acres, the error message “Double Cropped Acres on Tract XXX exceed Effective DCP Cropland Acres” will be displayed. This may be due to tract level conservation acres being maintained to tenths and DCP Cropland being maintained to hundredths. The system is comparing a number maintained in tenths to a number maintained in hundredths when determining whether the tract level conservation acres exceed the tract DCP cropland. This comparison results in negative Effective DCP Cropland. Follow instructions in Information Bulletin 6440 to correct negative Effective DCP Cropland values resulting from rounding.

Negative Effective DCP Cropland values are **not** always a result of rounding. Negative Effective DCP Cropland may result from an incorrectly set 3-CM Cropland Indicator or incorrectly delineated CLU's causing the GIS-determined Cropland value to be less than the sum of the CRP Cropland, State Conservation Acres, and Other Conservation Acres. Both of these situations require edits within the “GIS Info” assignment block of the tract to correct the error(s).

## Notice MIDAS-11

### 3 Failed Farms – Acreage Related Discrepancies Report (Continued)

#### F Negative Effective DCP Cropland Not Due to Rounding (Continued)

When Effective DCP Cropland is a negative value, County Offices are prevented from making edits to the tract in the “GIS Info Assignment” block of Farm Records. If the negative Effective DCP Cropland value is **not** because of rounding, County Offices shall take the following steps to clear the error message(s).

Step	Action
1	Access the tract with the error message.
2	In the “Tract Land Data” assignment block, temporarily reduce the acres for the applicable program(s) so that the total of the CRP cropland and the tract level conservation acres (GRP, WBP, EWP, etc.) are equal to the existing tract level DCP cropland acres.
3	The error message should no longer be displayed after the CRP cropland acres and/or conservation acres are reduced and GIS edits can now be completed. SELECT “Save and Sync” before leaving the “GIS Info” assignment block for the tract.
4	After editing is complete in the “GIS Info” assignment block restore the applicable conservation program(s) acres to the correct value. SELECT “Save” on the CRM toolbar.

#### Example:

Farm 2467  
Tract 6432  
Cropland Acres: 151.23  
DCP Cropland Acres: 151.23  
Effective DCP Cropland Acres: -95.07  
CRP Cropland Acres: 176.8  
GRP Acres: 29.4  
WRP Acres: 40.1

After reviewing FRS records the County Office determines that the MIDAS GIS-determined Cropland and DCP Cropland Acres of 151.23 are significantly below the pre-migration FRS Cropland and DCP Cropland value of 249.4. By conducting a review of the individual fields in the MIDAS “Field Land Data” assignment block the County Office determines that Field 1 containing 98.15 acres has a 3-CM Cropland Indicator that is erroneously set to “No”.

This farm has negative Effective DCP Cropland Acres. To enable GIS editing the County Office employee shall **temporarily** reduce the CRP Cropland Acres, GRP Acres, and/or WRP Acres. The user chooses to reduce the CRP Cropland Acres to 81.73 acres in the “Tract Land Data” assignment block so the total tract conservation acres (CRP Cropland plus GRP plus WRP) are equal to the existing DCP Cropland Acres for the tract (81.73 plus 29.4 plus 40.1 equals 151.23). Employees must keep track of the original value that will be restored after edits are performed in the “GIS Info” assignment block.

## Notice MIDAS-11

### 3 Failed Farms – Acreage Related Discrepancies Report (Continued)

#### F Negative Effective DCP Cropland Not Due to Rounding (Continued)

Within the “GIS Info” assignment block (now available for editing) the County Office employee shall use the “Edit CLU Attributes” button to change the 3-CM Cropland Indicator for Field 1 to “Yes”. This will increase the Cropland and DCP Cropland acres for the tract to 249.38. The employee can now restore the original CRP Cropland Acres value of 176.8 acres to the “Tract Land Data” assignment block. The resulting conservation acres of 246.3 (176.8 CRP plus 29.4 GRP plus 40.1 WRP) is less than the MIDAS DCP Cropland value of 249.38 so the MIDAS farm record will now successfully replicate to FRS.

#### G Negative Effective DCP Cropland Due to Rounding

If a tract has negative Effective DCP Cropland acres, the error message “Double Cropped Acres on Tract XXX exceed Effective DCP Cropland Acres” will be displayed. This is due to tract level conservation acres being maintained to tenths and DCP Cropland being maintained to hundredths. The system is comparing a number maintained in tenths to a number maintained in hundredths when determining whether the tract level conservation acres exceed the tract DCP cropland. This comparison is resulting in negative Effective DCP Cropland.

As a result of this error, County Offices are being prevented from making GIS edits to the tract in FRS. To clear the error message, County Offices shall take the following steps.

Step	Action
1	Access the tract with the error message.
2	Review all CLU’s associated with the tract and manually add together the acres listed in the “Field Land Data” assignment block for all fields on the tract enrolled in CRP.
3	SELECT “Edit” to edit the tract information.
4	In the “Tract Land Data” assignment block, reduce the CRP Cropland Acres to equal the amount calculated in step 2.
5	If the error message is still displayed, continue to step 6. If the error message is no longer displayed, continue to step 7.
6	In the “Tract Land Data” assignment block, reduce the acres for the applicable program(s) so that the total of the CRP cropland and the tract level conservation acres (GRP, WBP, EWP, etc.) are equal to the tract level DCP cropland acres.
7	The error message should no longer be displayed after the CRP cropland acres and/or conservation acres are reduced and GIS edits can now be completed. SELECT “Save and Sync” before leaving the tract.
8	The error message should no longer be displayed after the CRP cropland acres and/or conservation acres are reduced and GIS edits can now be completed. SELECT “Save” on the CRM toolbar before leaving the tract.

## Notice MIDAS-11

### 3 Failed Farms – Acreage Related Discrepancies Report (Continued)

#### G Negative Effective DCP Cropland Due to Rounding (Continued)

##### Example:

Farm 2467  
Tract 6432  
DCP Cropland Acres: 246.35  
Double Crop Acres: 0.00  
CRP Cropland Acres: 176.8  
GRP Acres: 29.4  
WRP Acres: 40.2

Fields 1 and 2 are enrolled in CRP. The acres for these 2 fields equal 176.77. The County Office shall modify the CRP cropland to 176.77.

The tract conservation acres still exceed the DCP cropland by .05 acres. The County Office shall reduce the remaining applicable conservation program acres so that the total tract conservation acres do not exceed 246.35.

### 4 Farms With Incorrect CRP Cropland or MPL Acres Report

#### A Overview

Farms listed on the Farms with incorrect CRP Cropland or MPL Acres Report will have either of the following situations:

- total tract level CRP acres did not match the farm level CRP acres
- total tract level MPL acres did not match the farm level MPL acres.

The County Office shall review farms listed on the report and follow subparagraph B to correct the farm.

#### B Corrective Action

Research the farms listed on the Farms with incorrect CRP Cropland or MPL Acres Report and resolve by:

- researching active CRP contracts associated with the farms on this report
- enter the correct CRP Cropland and or MPL acres for each tract containing CRP Cropland or MPL acres and save the edits.

## Notice MIDAS-11

### 5 Action

#### A State Office Action

State Offices shall:

- ensure that County Offices are notified of the contents of this notice
- ensure that County Offices complete data remediation according to this notice
- direct questions to any of the following:
  - Rick Blackwood by either of the following:
    - e-mail to **rick.blackwood@wdc.usda.gov**
    - telephone at 202-720-5422
  - Daniel Culli by either of the following:
    - e-mail to **daniel.culli@wdc.usda.gov**
    - telephone at 202-690-1942
  - Steve Stark by either of the following:
    - e-mail to **steve.stark@wdc.usda.gov**
    - telephone at 202-260-8063.

#### B County Office Action

County Offices shall review the reports listed in subparagraph 2 A and take the appropriate corrective action based on instructions in this notice. County Offices shall contact their State Office Specialists for further assistance.

County Offices are encouraged to complete the actions in this notice as soon as possible to ensure that the affected farms are available for program signup.