

For: Louisiana State and County Offices

Sugarcane Acreage Bases in Farm Maintenance

Approved by: Deputy Administrator, Farm Programs



1 Overview

A Background

Notices PAS-1 and PAS-3 provided instructions on establishing sugarcane acreage bases for each farm. During the installation of County Release No. 511, sugarcane acreage bases that were established according to these notices will be added to farm maintenance for applicable tracts.

Because sugarcane acreage bases were established based on the 2002 farm structure and the process to update farm maintenance will be updating the 2003 farm and tracts, a potential for mismatches exists between the 2002 and 2003 farm numbers and tract numbers. A report will be printed after the process is run that will list all farms and tracts that were not updated because of a mismatch.

The farm level sugarcane acreage base in farm maintenance will be populated with the sugarcane acreage base established according to Notices PAS-1 and PAS-3. The tract level sugarcane acreage base in farm maintenance will be calculated as the average of the sugarcane acreage planted for harvest for sugar or seed using the 2 crop years with the highest planted acreage from 1999 through 2001. There is a potential that the sum of the tract level sugarcane acreage base will not equal the farm level sugarcane acreage base. The State Office has indicated that it will develop a query and calculation that **all** County Offices will use to adjust the tract level sugarcane acreage bases to ensure that the sum of the tract level sugarcane acreage bases equals the farm level sugarcane acreage base.

B Purpose

This notice provides County Offices with:

- instructions for accessing farm maintenance to view and/or adjust tract level sugarcane acreage bases
- information on future updates to the farm maintenance sugarcane acreage bases
- instructions for handling farm and/or tract number mismatches.

Disposal Date	Distribution
December 1, 2003	Louisiana State and County FSA Offices

Notice PAS-4

2 Accessing Farm Maintenance

A Farm Summary Land Data Screen MIBUFL31

The farm level sugarcane acreage base field is a display only field. To view the farm level sugarcane acreage base field, access farm maintenance according to 3-CM (Rev. 3), paragraph 141.

Access Farm Summary Land Data Screen MIBUFL31 according to the following table.

Step	Screen	Action
1	MIBSYR01	ENTER "1", "2003 Fiscal Year".
2	MIB00001	ENTER "2", "Farm Summary Land Data".
3	MIB20001	ENTER "1", "Display and Update Farm Summary Land Data".
4	MIBSFO01	Enter 1 of the following and PRESS "Enter": <ul style="list-style-type: none">• farm number• tract number• producer's last or business name.

B Tract Land Data Screen MIBUTL31

To view and/or adjust the tract level sugarcane acreage base field, access farm maintenance according to 3-CM (Rev. 3), paragraph 141.

Access Tract Land Data Screen MIBUTL31 according to the following table.

Step	Screen	Action
1	MIBSYR01	ENTER "1", "2003 Fiscal Year".
2	MIB00001	ENTER "1", "Tract Land Data".
3	MIB20001	ENTER "1", "Update Tract Land Data".
4	MIBSFO01	Enter 1 of the following and PRESS "Enter": <ul style="list-style-type: none">• farm number• tract number• producer's last or business name.

Notice PAS-4

3 Mismatched Sugarcane Data Report

A Overview

The Mismatched Sugarcane Data Report will automatically print after installing County Release No. 511, and will list all farms and tracts that are inactive or involved in a pending reconstitution in 2003. County Offices shall take immediate action on all farms and tracts on the report by manually calculating and adjusting the sugarcane acreage base through farm maintenance according to subparagraph 2 C.

B Report

Following is an example of the Mismatched Sugarcane Data Report. In this example, farm numbers 2 and 3 were combined into farm number 1040, tract number 235 on farm number 20 was divided into tract numbers 1189 and 1190, tract numbers 506 and 507 on farm number 75 were combined into tract number 1035, and farm number 41 was divided into farm numbers 1041 and 1042.

FARM NUMBER	TRACT NUMBER	----- ACRES ----- FARM TRACT	2003 STATUS
2		22.5	Not Active
3		209.4	Not Active
20	235	14.0	Not Active
41		17.3	Recon Pending
	308	14.7	
	315	2.9	
75	506	5.0	Not Active
	507	6.2	
1041	308	14.7	Recon Pending
	315	2.9	

END OF REPORT

Notice PAS-4

3 Mismatched Sugarcane Data Report (Continued)

C Action Before Query Process

Complete the following action **before** processing the State Office query.

Step	Action	
1	Review the Mismatched Sugarcane Data Report and manually annotate the reason the farm and/or tract are not active and if it is a result of a reconstitution, the resulting farm and/or tract numbers.	
2	Update all pending reconstitutions that are identified on the Mismatched Sugarcane Data Report.	
3	IF...	THEN...
	there was a tract combination without a change to the farm number	<ul style="list-style-type: none"> • determine the resulting tract number • update the tract level sugarcane acreage base field for the resulting tract number in farm maintenance, accessed according to subparagraph 2 B, with the sum of the tract level sugarcane acreage base printed on the report for the parent tract numbers. <p>Example: On the Mismatched Sugarcane Data Report in subparagraph 3 B, tract numbers 506 and 507 on farm number 75 were combined into tract number 1035. The County Office shall update the tract level sugarcane acreage base on tract number 1035 in farm maintenance with 11.2 acres (5.0 + 6.2).</p>
	there was a tract division without a change to the farm number	<ul style="list-style-type: none"> • determine the resulting tract numbers • obtain the amount of sugarcane acreage base for the parent tract number printed on the report • manually determine the amount of sugarcane acreage base to be allocated to each resulting tract • update the tract level sugarcane acreage base field for each of the resulting tract numbers in farm maintenance, accessed according to subparagraph 2 B, with amount of sugarcane acreage base manually determined. <p>Note: The sum of the sugarcane acreage base on the resulting tract numbers shall not exceed the amount of sugarcane acreage base for the parent tract number printed on the report.</p> <p>Example: On the Mismatched Sugarcane Data Report in subparagraph 3 B, tract number 235 on farm 20 was divided into tract numbers 1189 and 1190. The County Office shall update the tract level sugarcane acreage base on tract number 1189 with 7.0 acres and tract number 1190 with 7.0 acres (7.0 + 7.0 = 14.0) in farm maintenance.</p>

Notice PAS-4

3 Mismatched Sugarcane Data Report (Continued)

C Action Before Query Process (Continued)

Step	Action	
3 (Ctnd)	IF...	THEN...
	there was a farm combination with no change in tract numbers	<p>no action is necessary until after the State Office query is run. Refer to subparagraph 3 D for more information.</p> <p>Example: On the Mismatched Sugarcane Data Report in subparagraph 3 B, farm numbers 2 and 3 were combined into farm number 1040 with no change in tract numbers. No action is necessary at this time.</p>
	there was a farm division with no change in tract numbers	<p>no action is necessary until after the State Office query is run. Refer to subparagraph 3 D for more information.</p> <p>Example: On the Mismatched Sugarcane Data Report in subparagraph 3 B, farm number 41 was divided into farm numbers 1041 and 1042 with no change in tract numbers. No action is necessary at this time.</p>

D Action After Query Process

Complete the following action **after** processing the State Office query.

IF...	THEN...
there was a farm combination with no change in tract numbers	<ul style="list-style-type: none"> • determine the resulting farm number • obtain the sum of the tract level sugarcane acreage base for the resulting farm listed on the State Office query • calculate the farm level sugarcane acreage base for the resulting farm by adding the farm level sugarcane acreage base printed on the report for each parent farm • if the sum of the tract level sugarcane acreage base from the State Office query does not match the calculated farm level sugarcane acreage base, adjust the tract level sugarcane acreage base through farm maintenance. <p>Note: Adjust the tract level sugarcane acreage base through farm maintenance according to State Office guidance.</p> <p>Example: On the Mismatched Sugarcane Data Report in subparagraph 3 B, farm numbers 2 and 3 were combined into farm number 1040 with no change in tract numbers. The sum of the tract level sugarcane acreage base on the State Office query is 235.0 acres. The sum of the farm level sugarcane acreage base printed on the report for the parent farms (2 and 3) is 231.9 acres (22.5 + 209.4). The tract level sugarcane acreage base shall be adjusted through farm maintenance to equal 231.9 acres according to State Office guidance.</p>

Notice PAS-4

3 Mismatched Sugarcane Data Report (Continued)

D Action After Query Process (Continued)

IF...	THEN...
there was a farm division with no change in tract numbers	<ul style="list-style-type: none">• determine the resulting farm numbers• obtain the sum of the tract level sugarcane acreage base listed on the State Office query for each of the resulting farms• manually determine the amount of farm level sugarcane acreage base to be allocated to each resulting farm <p>Note: The sum of the sugarcane acreage base for the resulting farms shall not exceed the sugarcane acreage base of the parent farm printed on the report.</p> <ul style="list-style-type: none">• if the sum of the resulting farm’s tract level sugarcane acreage base from the State Office query does not match the farm level sugarcane acreage base manually determined for the resulting farms, adjust the tract level sugarcane acreage base through farm maintenance <p>Note: Adjust the tract level sugarcane acreage base through farm maintenance according to State Office guidance.</p> <p>Example: On the Mismatched Sugarcane Data Report in subparagraph 3 B, farm number 41 was divided into farm numbers 1041 and 1042 with no change in tract numbers. The sum of the tract level sugarcane acreage base on the State Office query for farm 1041 is 17.6 acres and for farm 1042 is 0.0. The County Office manually determined that the amount of sugarcane acreage base that should be allocated to farm 1041 is 17.3 acres and to farm 1042 is 0.0 acres. The tract level sugarcane acreage base on farm 1041 shall be adjusted through farm maintenance to equal 17.3 acres according to State Office guidance.</p>

Notice PAS-4

4 Future Software Updates

A Overview

The Louisiana State Office has indicated that it will provide a query and a calculation that **all** County Offices **must** use to make the tract level sugarcane acreage bases equal the farm level sugarcane acreage base. County Offices will have approximately 30 calendar days to run the query, do the calculation, and update the tract level sugarcane acres.

New software will be included in County Release No. 513 that will recalculate the farm level sugarcane acreage base to equal the sum of the tract level sugarcane acreage bases.

Before installing County Release No. 513, County Offices must:

- update all pending reconstitutions
- complete all actions in paragraph 3.

B Updated Farm Sugarcane Report

The Updated Farm Sugarcane Report will print during installation of County Release No. 513. This report will list all farms where the farm level sugarcane acreage base has been recalculated because the farm level sugarcane acreage base did not match the tract level sugarcane acreage base.

Following is an example of the Updated Farm Sugarcane Report.

State	USDA-FSA	Prepared: 06-16-2003
County		
Report ID: MIB929-R001	Updated Farm Sugarcane Report	Page: 1

The following farms have sugarcane acres at the tract level that are different than the farm sugarcane acres. The farm sugarcane acres have been replaced with the total of tract sugarcane acres.		
	----- ACRES -----	
FARM NUMBER	ORIGINAL	NEW
27	13.7	0.0
75	11.2	11.0
1040	0.0	231.9
1041	0.0	17.6
	END OF REPORT	

Notice PAS-4

4 Future Software Updates (Continued)

C Example 1

Situation

Farm number 27 had a 13.7 acre farm level sugarcane acreage base. A tract division was processed on farm number 27 with no change in farm number. The County Office never completed the action in paragraph 3 to update the resulting tracts with the tract level sugarcane acreage base. Therefore, during installation of County Release No. 513, the farm level sugarcane acreage base was updated to 0.0 acres to match the sum of the tract level sugarcane acreage base.

Action

- Obtain the amount of tract level sugarcane acreage base that should have been updated to the resulting tracts after installing County Release No. 511 from the Mismatched Sugarcane Data Report.
- Process the State Office calculation using the original farm level sugarcane acreage base from the Updated Farm Sugarcane Report and the tract level sugarcane acreage base obtained.
- Update the tract level sugarcane acreage base in farm maintenance with the result of the State Office calculation. The farm level sugarcane acreage base in farm maintenance will automatically be updated with the sum of the tract level sugarcane acreage base.

D Example 2

Situation

Farm number 75 had an 11.2 acre farm level sugarcane acreage base. A tract combination was processed on farm number 75 with no change in farm number. The County Office erroneously adjusted the resulting tract level sugarcane acreage base with 11.0 acres. Therefore, during installation of County Release No. 513, the farm level sugarcane acreage base was updated to 11.0 acres to match the sum of the tract level sugarcane acreage base.

Action

The County Office shall update the tract level sugarcane acreage base for farm 75 through farm maintenance so that the farm level sugarcane acreage base shall equal 11.2 acres. Once the tract level sugarcane acreage base is corrected, the farm level sugarcane acreage base in farm maintenance will automatically be updated with the sum of the tract level sugarcane acreage base.

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4 Future Software Updates (Continued)

E Example 3

Situation

Farm number 1040 is a resulting farm of a farm combination. During the installation of County Release No. 511, the tract level sugarcane acreage base on tract number 100 was updated to 23.5 acres and tract number 101 was updated to 211.5 acres. The County Office completed the action in paragraph 3 to adjust the tract level sugarcane acreage base to 22.5 acres and 209.4 acres for tract numbers 100 and 101 respectively. However, the farm level sugarcane acreage base in farm maintenance remained 0.0 acres because the farm did not exist for 2002. During the installation of County Release No. 513, the farm level sugarcane acreage base was updated to 231.9 acres to match the sum of the tract level sugarcane acreage base.

Action

No action is necessary by the County Office.

F Example 4

Situation

Farm number 1041 is a resulting farm of a farm division. During the installation of County Release No. 511, the tract level sugarcane acreage base on tract number 308 was updated to 14.7 acres and tract number 315 was updated to 2.9 acres. Farm 1041 should have had 17.3 acres but was not updated because it did not exist in 2002. The County Office completed the action in paragraph 3, step 2, to update the pending reconstitution, but did not complete the action in paragraph 3, step 3, to adjust the tract level sugarcane acreage base. Therefore, during the installation of County Release No. 513, the farm level sugarcane acreage base was updated to 17.6 acres to match the sum of the tract level sugarcane acreage base. Accordingly, the farm level sugarcane acreage base is inaccurate.

Action

- Process the State Office calculation using the original farm level sugarcane acreage base from the Updated Farm Sugarcane Report and the tract level sugarcane acreage base from farm maintenance.
- Update the tract level sugarcane acreage base in farm maintenance with the result of the State Office calculation. The farm level sugarcane acreage base in farm maintenance will automatically be updated with the sum of the tract level sugarcane acreage base.