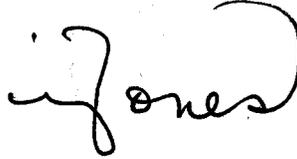


For: State and County Offices

FY 2020 Subsidiary Rollover

Approved by: Acting Deputy Administrator, Farm Programs



1 Overview

A Background

Each year in late September, subsidiary rollover processing occurs to create records for the next FY.

The FY 2020 rollover process for subsidiary will occur after work hours September 20, 2019.

B Purpose

This notice:

- advises State and County Offices that FY 2020 rollover is scheduled to begin on September 20, 2019
- provides the FY 2020 rollover schedule
- instructs County Offices to ensure that any modifications to web-based subsidiary file records are completed immediately
- specifies how subsidiary data is rolled from FY 2019 to FY 2020.

Disposal Date	Distribution
January 1, 2020 8-7-19	State Offices; State Offices relay to County Offices

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2 FY 2020 Rollover Schedule

A Schedule

The following provides the schedule for the FY 2020 rollover process.

Date	Action
September 20, 2019	County Offices must have all updates for web-based applications completed.
September 20, 2019, 7 p.m. c.t.	Access to web-based subsidiary records will be disabled. Web-based rollover processing will be performed.
September 23, 2019	Access to web-based subsidiary records will be restored, unless problems are encountered with the rollover process.

B Availability of Data After Rollover Is Completed

The following table provides a summary of the information that can be updated in the web-based applications after rollover is complete.

Process	2020	2019 and Prior Years
Web-Based Applications		
Business File	✓	2019 through 2009
Combined Producer	✓	2019 through 2007
Eligibility	✓	2019 through 1999
Payment Limitation for Allocations and Adjustments	✓	2019 through 2008
CRM/Business Partner Role/Business Type	County Offices can update.	Authorized State Office users can update FY 2019 and prior year business types.

3 Rollover for Web-Based Software Applications

A Overview

The source of all subsidiary data being rolled to FY 2020 comes from data updated in the web-based environment, including the following:

- “common attribution” and “person” combinations
- eligibility certifications and determinations
- farm operating plan information recorded in Business File
- payment limitation allocations for combined producers.

B CRM/Business Partner Updates

Any updates to the 2019 Role/Business Type for a customer must be completed by **September 20, 2019**.

After rollover, County Offices will:

- only be able to access and change a “Role/Business Type” for the current year (2020) in CRM/Business Partner
- **not** be able to change or correct any prior year “Role/Business Types” in CRM/Business Partner.

Note: County Offices are **required** to submit all role/business type changes for prior years to their designated State Office employee.

In addition, date of death workflows and death confirmed indicators must be completed by **September 20, 2019**, to correctly reset specific FY 2020 eligibility values and prevent farm operating plans from rolling to FY 2020 for deceased customers as described in paragraph 4.

C Eligibility System Rollover Information

Information in the Eligibility System is rolled to the new subsidiary year based on whether the certification/determination is continuous. County Offices will ensure that all subsidiary eligibility updates for certifications filed and determinations completed for FY 2019 are updated in the Eligibility System **immediately**.

Reminder: FY 2019 CRP prepayment reports can be used to identify producers that may have filed forms or need determinations completed to receive payments that will be issued beginning in October 2019.

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3 Rollover for Web-Based Software Applications (Continued)

C Eligibility System Rollover Information (Continued)

The following eligibility certifications/determinations are rolled to the next subsidiary year based on the data recorded in the Eligibility System when rollover is initiated.

Eligibility Field	Is the certification/ determination continuous?	Is the 2019 value rolled to 2020?
Actively Engaged	Yes	Yes
Actively Engaged - 2002 Farm Bill	Yes	Yes
AD-1026	Yes	Yes
Cash Rent Tenant	Yes	Yes
Delinquent Debt		Yes
Federal Crop Insurance	Yes	Yes
Foreign Person	Yes	Yes
Limited Resource-Farmer or Rancher	No	No
Permitted Entity - 2002 Farm Bill	Yes	Yes
Person Eligibility - 2002 Farm Bill	Yes	Yes
Socially Disadvantaged Farmer or Rancher - includes Racial, Ethnic, or Gender	Yes	Yes
Socially Disadvantaged Farmer or Rancher - includes Racial or Ethnic but not Gender	Yes	Yes

The conservation compliance values are determined based on information recorded in the Farm Records Management System. The information for the producer is summarized to the producer-level in the Eligibility System based on the following.

Determination	How FY 2020 Values Are Set		
HELIC	FY 2019 value will be rolled to FY 2020.		
Planted Converted Wetland (PCW)	IF FY 2019 value is...	THEN...	
	“Compliant”	FY 2019 value will be rolled to FY 2020.	
	“No Association”		
	“Not Compliant”	FY 2020 value will be set to “Compliant”.	
“Good Faith”			
Converted Wetland	FY 2019 value will be rolled to FY 2020.		
Farm/Tract Eligibility	IF FY 2019 value is...	AND PCW value was...	THEN...
	<ul style="list-style-type: none"> • “Past Violation” • “Reinstated” 		FY 2019 values will be rolled to FY 2020.
	not:	not reset to “Compliant”	
	<ul style="list-style-type: none"> • “Past Violation” • “Reinstated” 	reset to “Compliant”	FY 2020 value will be set based on determinations and producer exceptions in Farm Records.

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3 Rollover for Web-Based Software Applications (Continued)

C Eligibility System Rollover Information (Continued)

The following AGI certifications/determinations are **not** continuous and, therefore, are **not** rolled to the next FY:

- AGI 2002 Farm Bill
- AGI 2008 Farm Bill Conservation Program \$1 Million Nonfarm
- AGI 2014 and 2018 Farm Bills \$900,000 Total Income
- AGI 75% Rule.

As a result, the FY 2019 values will be rolled to FY 2020 according to the following.

AGI	IF FY 2019 value is...	THEN...
AGI 2002 Farm Bill Certification/ Determination	“Exempt”	FY 2019 value will be rolled to FY 2020.
	any value other than “Exempt”	FY 2020 value will be set to “Not Filed”.
AGI 2008 Farm Bill Conservation Program \$1 Million Nonfarm Certification/ Determination	“Exempt”	FY 2019 value will be rolled to FY 2020.
	any value other than “Exempt”	FY 2020 value will be set to “Not Filed”.
AGI 2008 Farm Bill Conservation Program \$1 Million Nonfarm SED Determination	not “checked”	FY 2019 value will be rolled to FY 2020.
	“checked”	FY 2020 value is set to not “checked”.
AGI 2014 and 2018 Farm Bills Producer Certification	“Exempt”	FY 2019 value will be rolled to FY 2020.
	any value other than “Exempt”	FY 2020 value will be set to “Not Filed”.
AGI 2014 and 2018 Farm Bills IRS Verification/ Determination	“Not Processed”	FY 2019 value will be rolled to FY 2020.
	any value other than “Not Processed”	FY 2020 value will be set to “Not Processed”.
AGI 2014 and 2018 Farm Bills IRS SED Determination	“No Determination”	FY 2019 value will be rolled to FY 2020.
	any value other than “No Determination”	FY 2020 value will be set to “No Determination”.
AGI 75% Rule	any value	FY 2020 value will be set to “No”.

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3 Rollover for Web-Based Software Applications (Continued)

C Eligibility System Rollover Information (Continued)

For beginning farmer or rancher, the rollover process is based on whether the producer’s month and year they began farming is greater than 10 years. The following rules apply for beginning farmer or rancher.

IF FY 2019 value is...	AND year producer began farming or ranching is...	THEN...
“No”		FY 2019 value is rolled to FY 2020.
“Yes”	after FY 2010	FY 2019 value is rolled to FY 2020.
	equal to or before FY 2010	FY 2020 value is set to “No”.

For veteran farmer or rancher, the rollover process is based on whether the producer who served in the armed forces and year they began farming is greater than 10 years. The following rules apply for the veteran farmer or rancher certifications.

Certification	IF FY 2019 value is...	AND year producer who served in the armed forces began farming or ranching is...	THEN...
Veteran			FY 2019 value is rolled to FY 2020.
Producer who served in the Armed Forces and has not operated a farm or ranch more than 10 years	“No”		FY 2019 value is rolled to FY 2020.
	“Yes”	after 2010	FY 2019 value is rolled to FY 2020.
		equal to or before 2010	FY 2020 value is set to “No”.

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3 Rollover for Web-Based Software Applications (Continued)

C Eligibility System Rollover Information (Continued)

For producers that have a violation, the rollover process is based on whether the violation has expired. The following rules apply for violation determinations.

Determination	IF FY 2019 value is...	THEN the FY 2020 determination is...
"Controlled Substance"	"No Violation"	"No Violation".
	any value other than "No Violation"	based on the "Year of Conviction" and the number of years of ineligibility. If the number of ineligible years has: <ul style="list-style-type: none"> • expired, then the producer's determination is set to "No Violation" • not expired, then the producer's FY 2019 value is rolled to FY 2020.
"NAP Non Compliance"	"Compliant"	"Compliant".
	"Not Compliant"	based on the "Year of Violation". If the number of ineligible years has: <ul style="list-style-type: none"> • expired, then the producer's determination is set to "Compliant" • not expired, then the producer's determination is set to "Not Compliant – COC".

D Combined Producer

County Offices will ensure that all "common attribution" or "person" combination determinations are recorded in the Combined Producer software by **September 20, 2019**. Combinations recorded for subsidiary year FY 2019 are rolled to subsidiary year FY 2020, including common attribution payment limitation allocation amounts recorded according to 3-PL, paragraphs 97 and 98.

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3 Rollover for Web-Based Software Applications (Continued)

E Business File

Farm operating plans recorded in the Business File application for FY 2019 are continuous and will be rolled to FY 2020 if the plan is in a “determined” status.

Farm operating plans recorded in the Business File application for FY 2019 where the plan indicated “No” to seeking benefits for any program requiring an “actively engaged in farming” determination and are in a “filed” status are not rolled to FY 2020. However, the member data is available for usage in FY 2020 by programs **not** requiring actively engaged, cash rent tenant, member contribution, foreign person or substantive change determinations.

County Offices are **not** required to record member data for FY 2020 if there is an active plan in a “filed” status for FY 2019 and the producer is not participating in any programs requiring actively engaged, cash rent tenant, member contribution, foreign person or substantive change determinations. Revisions should only be made if the producer reports changes to the farming operation or it is determined the data recorded in the system does **not** match the information the producer has signed to on CCC-902 or CCC-901.

County Offices should **not** record determination dates unless COC has made at least 1 of the following determinations for the farming operation:

- “Actively Engaged in Farming”
- “Cash Rent Tenant”
- “Substantive Change”
- “Member Contribution”
- “Common Attribution”
- “Foreign Person”.

F Payment Limitation

Payment limitation adjustments are not rolled from 1 subsidiary year to the next. These include:

- program adjustment decreases
- program adjustment increases
- inheritance adjustments.

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4 Updating Eligibility and Business File for Deceased Producers

A Overview

To assist applications in preventing payments for deceased producers the year after the confirmed date of death, the Subsidiary system will perform the following for deceased producers and businesses with deceased members:

- reset specific eligibility certifications/determinations according to subparagraph B
- prevent farm operating plans in Business File from rolling over to the next year according to subparagraph C.

B Resetting Eligibility Certifications/Determinations

The following eligibility certifications/determinations will be reset to the default values in FY 2020 within a week after rollover occurs for producers or businesses with members with a deceased date of death and death confirmation in Business Partner:

- Actively Engaged
- Actively Engaged – 2002 Farm Bill
- AD-1026

Note: AD-1026 certification will only be reset for deceased producers and will **not** be reset for businesses with deceased members.

- Cash Rent Tenant
- Cropland Factor
- Permitted Entity – 2002 Farm Bill
- Person Eligibility – 2002 Farm Bill.

C Preventing Rollover of Farm Operating Plans in Business File

When a customer is updated in business partner with a deceased date of death and death confirmation, the current year farm operating plan(s) for the customer and any business where the customer is a member will automatically update with an end date set to the end of the subsidiary year to ensure that the farm operating plan(s) does **not** rollover.