

Record Requirements for FSA Programs



Janlyn Hannah

Public Affairs/Outreach Coordinator for Oklahoma Farm Service Agency

Address: 100 USDA, Suite 102, Stillwater, OK 74074

E-mail: Janlyn.hannah@ok.usda.gov

Phone: (405) 742-1041

Records for FSA are Different

- ▶ Eligibility of Programs and Loans
- ▶ Timing of Payments
- ▶ Signup Deadlines
- ▶ Circumstances Change

Farm Loan Records

- ▶ Applying for FSA Farm Loans (Operating and Ownership)
 - Cash Flow Statement
 - Credit History
 - Three years of past Tax Records
 - Schedule F, if available

Eligibility Records

- ▶ Adjusted Gross Income (AGI) certification
 - 3 years prior taxes skipping current and past year
 - For 2017= Skip 2017 & 2016: Records for 2015, 2014, 2013
- ▶ Active Leases and Deeds
- ▶ Legal Entity Documentation
- ▶ Signature Authority
- ▶ Direct Deposit
- ▶ Assignments
- ▶ Preparation for Filing a Waiver

Acreage Reporting

- ▶ FSA Programs require an acreage report to be filed for participation
 - Report Includes:
 - Dates of Planting
 - Replanting
 - Contemporaneous records
 - Type and Use for each Crop

Livestock Records

- ▶ Livestock Programs Available through FSA
 - Livestock Disaster Assistance Program (LFP), Livestock Indemnity Program (LIP) and Emergency Assistance for Livestock, Honey Bees and Farm-raised Fish Program (ELAP)

 - Purchase/sales receipts
 - Contract Grower Agreement
 - Grazing Leases
 - Birth and Death Records
 - Running Livestock Totals

Conservation Programs

- ▶ Conservation Assistance Through FSA
 - Conservation Reserve Program (CRP), Emergency Conservation Program (ECP)

 - Materials Purchase Receipts
 - Labor Time & Date Receipts
 - Equipment Time & Rental Receipts
 - Conservation Plan of Operation (CPO)
 - Haying & Grazing Records

Price Support Records

- ▶ Price Support Assistance programs include the Milk Protection Program (MPP), commodity loans, Marketing Assistance Loans (MALs) and Loan Deficiency Payments (LDPs)

- ▶ Required Documents
 - Warehouse Receipts
 - Crop Insurance Data
 - Weight Tickets
 - Sales Receipts

Disaster Assistance Programs

- ▶ Current Crop Disaster Assistance is available through the Noninsured Crop Disaster Assistance Program (NAP)

- ▶ Required Documentation
 - Weight Tickets
 - Yields/ Production Evidence

References

- ▶ Snapshot of FSA Programs and Requirements
https://www.fsa.usda.gov/Assets/USDA-FSA-Public/usdfiles/FactSheets/2016/farm_service_agency_programs.pdf
- ▶ FSA Program Fact Sheets
<https://www.fsa.usda.gov/news-room/fact-sheets/index>
- ▶ Average Adjusted Gross Income information
https://www.fsa.usda.gov/Assets/USDA-FSA-Public/usdfiles/FactSheets/2016/AGI_Fact_Sheet.pdf
- ▶ Oklahoma Farm Service Agency Website
<https://www.fsa.usda.gov/state-offices/Oklahoma/index>