



Natural Resources
Conservation Service

**Accountability Information
Management System**



AIMS Next Generation

**FSA Compliance
Status Reviews
(Version 2.3.)**

January 2009

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Errata Sheet

The Compliance Status Review (CSR) guide is in draft form. Revisions will be noted as it progresses:

- Initial draft prepared (12/31/2003).
- Updated for 2005 application (3/10/2005)
- Updated for 2006 application (1/2006)
- Updated for 2007 application (4/2007)
- Updated for 2009 application (1/2009)

General

Compliance reviews are conducted on a yearly basis with a national sample of farm tracts provided to the States. The national sample of farm tracts is derived from records kept by the Farm Service Agency in a Kansas City mainframe. The sample size is approximately 1 percent of the farm tracts that receive a farm payment in the past year and contain cropland. The tracts are provided to the States on January 1 and they can conduct the compliance review at any time during the year. The compliance review determinations must be available to NHQ by December 1.

The States have the obligation to add additional farm tracts to the sample set according to the 1985 Food Security Act Manual. The compliance review determination is selected from a list of 12 HEL and 3 Wetlands determinations. Other information collected by the tracking system are the time spent conducting the review, the number of acres in the tract, and the category identifying why the tract was reviewed.

Compliance reviews are conducted to ensure that farms receiving commodity payments are implementing and/or maintaining conservation practices.

Accessing FSA Compliance Reviews and other IAS applications

Currently, the Compliance Status Review (CSR) program is used by NRCS employees to record FSA Compliance Status Reviews

There are some requirements for setting your browser (IE6) correctly to run Compliance Reviews. Do the following:

1. Select **Tools** on the browser window.
2. Select **Internet Options**.
3. Click the **Security Tab**.
4. Choose **Custom Level** and then **Miscellaneous**.
5. Find "Access data sources across domains."
6. Set it to Enable.

After making these browser adjustments, CSR is accessed through a link at the "Accountability" tab IAS apps section or the "Field Tools" tab Accountability section at my.nrcs or from the IAS Home Page.

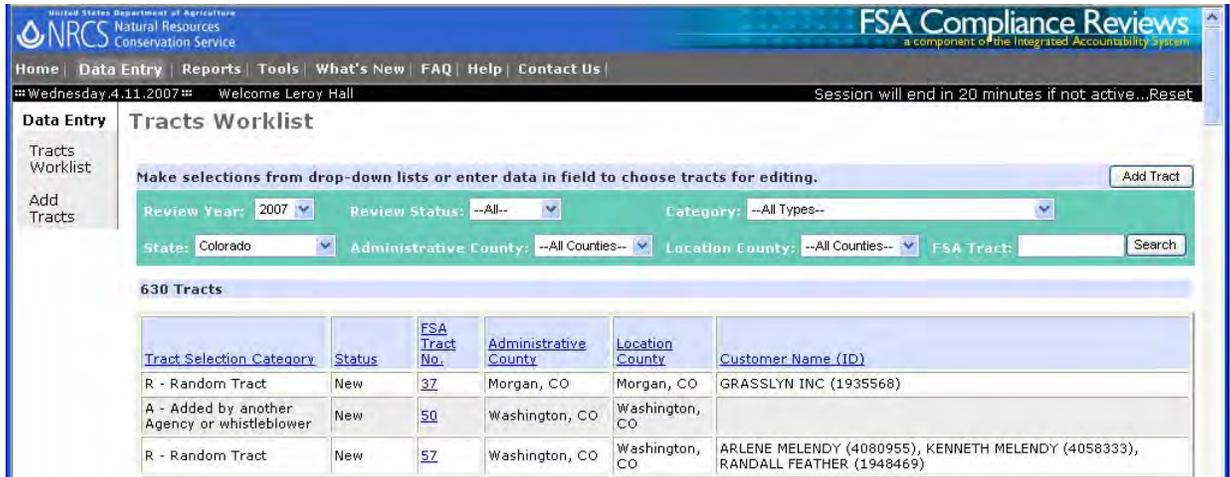
Obtaining an eGov account through eAuth

You must have an eGovernment Account to access IAS applications. NRCS employees use the same login and password for Compliance Reviews that they use for WebTCAS. Select FSA Compliance Reviews from my.NRCS, Accountability or from the IAS Home Page. No additional login is required if you are on the my.NRCS.



Data Entry

Using the Compliance Tracts Worklist



The worklist is intended to provide a quick method of finding and completing tract records selected for review.

1. On the Data Entry menu, select **Tract Worklist**.
2. The list will default to the state in your profile. Select the set of records you wish to work with by choosing options from the drop-down lists at the top of the screen. At a minimum, you must select one state. Refer to the description of selection filters below:
3. Click **Search** to generate the worklist.
4. Once the list is displayed, click the FSA Tract number of the record you wish to review.

Selection filters

There are several selection filters. You must select a state, if you have multiple states in your profile. Other selection criteria are optional. The more criteria you specify, the shorter your list will be.

Review Year: The Review Year is preset to the current review year for state and field personnel. Selecting a prior year allows you to see previous tracts but does not allow data entry.

State: Due to the volume of records, only records for one state can be viewed at a time.

Administrative County: Select one or all counties for the State to list tracts administered by the county identified by FIPS code in the sample data.

Location County: Select one or all counties for the State to list tracts located in each county identified by FIPS code in the sample data.

Category: Category identifies the reason the tract was selected for review. The following categories exist:

- R** tract selected by NRCS from the NCC based on a random sample
- V** tract added due to a prior year variance.
- U** tract owned or operated by a USDA employee.
- A** tract added due to a reinstatement request, tract referred by another USDA agency, whistleblowers, potential violations observed by NRCS, or other additions.
- T** technical assistance variance
- W** tract added by State identifying a wetlands tract for review.
- M** replacement tract for an invalid or not found tract in the sample data or a replacement tract for a combined No Wetlands and NN or NC determination.

Note: Categories R and V are made available by NHQ. Categories U, A, T, W, and M are choices for additional tracts entered by State or Field offices.

Review status: Description of the four tract statuses listed below. All are generated by the application based on the described conditions.

Incomplete: Status assigned to records that do not have all visible data fields completed on the data entry form.

Complete: When all visible fields on the record have been completed and saved, Tract Status is changed to Complete. If field data is deleted on a later edit, the record will be reset to Incomplete.

Replaced: This is a type of Complete Record. When a tract is assigned a new tract number(s) and saved, the original tract is marked replaced. The new tract number generates a new record in the worklist.

New: This identifies all sample tract records. A new record is generated as a result of a Tract reconstitution / replacement condition, or new tract added by the field or State office. When the record is edited and saved, it is changed to Incomplete or Complete as appropriate.

FSA Tract number: List a specific tract by entering the FSA Tract number.

Completing the Tract Review Form

The Tract Review data entry form has several parts.

Data Entry
Tracts Worklist
Add Tracts

Add/Edit Tracts

Part A - Tract Information (FSA Tract No.: 57)
 Review Year: 2007 State: Colorado Prior Tract No.:
 Administrative County: Costilla, CO Location County: Costilla, CO
 Category: U - USDA employee owned or operated tract

Part B (Optional) - Locate Customer Data Clear Customer Find Customer

Part C (Optional) - Locate Plan Data Clear Plan Find Plan

Plan ID Verified Plan
Plan Name

Part D - Tract Validity
Valid Tract? Valid Tract Not a Valid Tract Tract Not Found

Part E - Tract Wetlands Review
Wetlands Evaluation: Not Evaluated
Are there any wetlands present or is there any indication that wetlands might be present, such as hydric soils, hydrophytic vegetation, or wetland hydrology? Yes No

Part F - Tract HEL Compliance Review
HEL Compliance Determination:
 --Select a Compliance Determination--
Is there ephemeral gully erosion present? Yes No

Part G - Review Summary
Review type: --Select Review Type-- **Crop Year:** 2007 **Review part of Quality Assurance Plan?** Yes No
Total acres evaluated of Tract: **Time Spent (hr.):**
Comments:
Does this tract have a Title XII Conservation Program Contract or Easement on it? (CRP, CSP, EQIP, FRPP, GRP, WHIP, WRP) Yes No

- Part A – Tract Information** This section displays tract information the user receives as part of the random sample, or information the user is required to enter when adding a tract. New feature: on random tracts the admin county can be changed on this screen, on user added tracts, both the admin and location county can be changed. Category can be changed on user added tracts.
- Part B – (Optional) Locate Customer Information** This section associates customer information with the tract. Preliminary information is input based on SCIMS customer information associated with the tract.
- Part C – (Optional) Locate Plan Information** This section associates plan information in Toolkit with the tract.
- Part D – Tract Validity** This section records whether the tract is still valid. If the tract is not valid, additional information is required to explain why not.
- Part E – Tract Wetlands Review** This section records whether wetlands conditions are present on the tract. If so, additional information is required to determine compliance.
- Part F – Tract HEL Compliance Review** This section records the HEL compliance determination. If the determination code is ‘Plan Not Needed’ or ‘Compliance Review Not Completed’ additional explanation must be given.
- Part G – Review Summary** This section records overall review results. All fields, except comments, must be filled and saved before the review is marked as complete.

Tract Review Form Data Entry Parts:

Tract Information

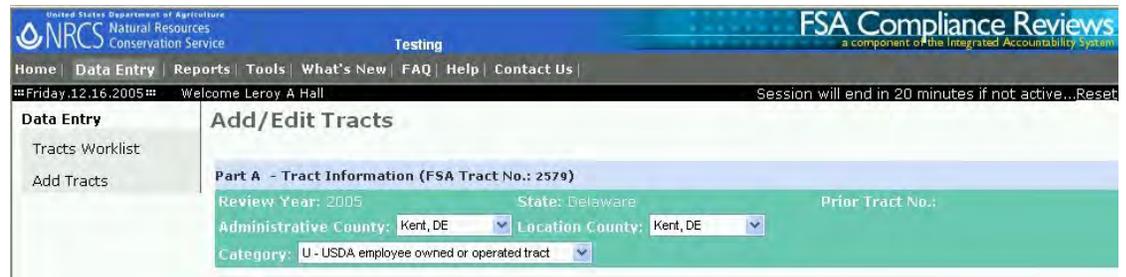
Tract information is supplied from the FSA database for records generated in the random sample. Tract information is entered through the Add Tract option for records added by state personnel.



The screenshot shows the 'Add/Edit Tracts' form in the FSA Compliance Reviews system. The form is titled 'Part A - Tract Information (FSA Tract No.: 9)'. It includes the following fields:

- Review Year: 2005
- State: Colorado
- Prior Tract No.:
- Administrative County: Crowley, CO (dropdown menu)
- Location County: Crowley, CO (dropdown menu)
- Category: R - Random Tract (dropdown menu)

New in 2006: Random or replacement tracts can change the administrative county, if necessary, by selecting a new county in the drop down list. Added tracts will allow the administrative county, location county, and/or category to change by making a selection from a drop down list and saving the record.



This screenshot shows the 'Add/Edit Tracts' form with updated information. The form is titled 'Part A - Tract Information (FSA Tract No.: 2579)'. The fields are:

- Review Year: 2005
- State: Delaware
- Prior Tract No.:
- Administrative County: Kent, DE (dropdown menu)
- Location County: Kent, DE (dropdown menu)
- Category: U - USDA employee owned or operated tract (dropdown menu)

Locate Customer Information

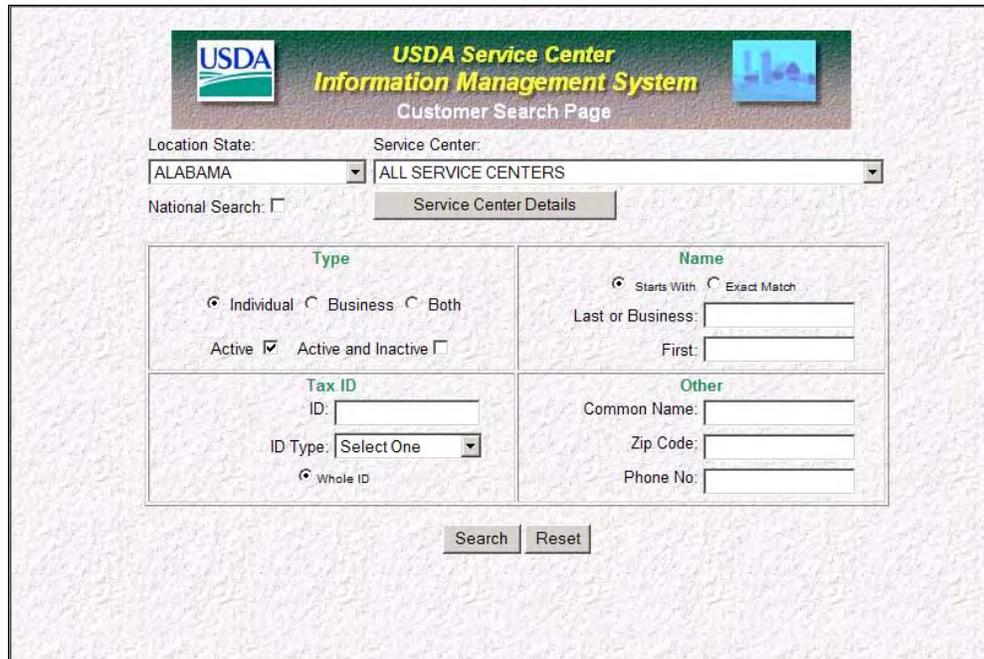
Customer Information is pulled from the customer database (SCIMS), if possible. Now that a centralized database will allow multiple years of data to be stored, customer information can be entered for future reference. This is intended to save field personnel research time, when they are recording information for tracts they expect to encounter in the following years' reviews. For example, rereview may be required on tracts with violations, variances, or ownership by USDA employees.



The screenshot shows the 'Part B (Optional) - Locate Customer Data' form. It includes a 'Find Customer' button in the top right corner. The form has several input fields:

- Customer Name
- Customer ID
- Address
- City, State, Zip
- Telephone
- Fax
- Email
- An 'Accept Customer' checkbox.

If customer data can be associated with the tract, it will be displayed. Check the verified customer box to associate the name(s) with the tract. If customer data is not displayed or the wrong names are listed, you can clear the current information and you can use the Find Customer button to find the customer information. It will take you to the Customer Database (SCIMS).



The screenshot shows the 'Customer Search Page' of the 'USDA Service Center Information Management System'. It features a search interface with the following elements:

- Location State:** A dropdown menu currently set to 'ALABAMA'.
- Service Center:** A dropdown menu currently set to 'ALL SERVICE CENTERS'.
- National Search:** A checkbox that is currently unchecked.
- Service Center Details:** A button located below the dropdowns.
- Type:** Radio buttons for 'Individual' (selected), 'Business', and 'Both'. Below these are checkboxes for 'Active' (checked) and 'Active and Inactive'.
- Name:** Radio buttons for 'Starts With' (selected) and 'Exact Match'. Below are input fields for 'Last or Business:', 'First:', 'Common Name:', 'Zip Code:', and 'Phone No:'.
- Tax ID:** An input field for 'ID:' and a dropdown for 'ID Type:' set to 'Select One'. Below is a radio button for 'Whole ID'.

At the bottom of the form are 'Search' and 'Reset' buttons.

Locate Plan Data

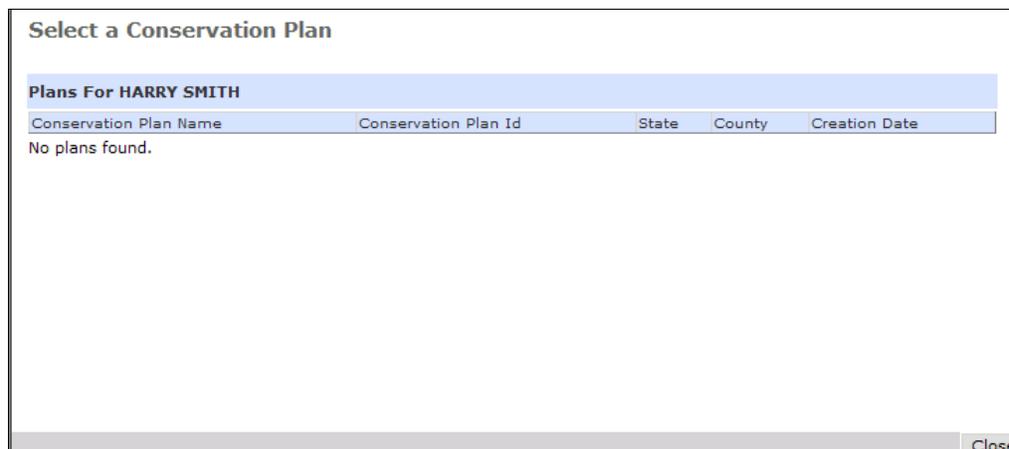
If only one plan exists in Toolkit for a customer, it will be shown. If multiple plans exist, click the Find Plan button. Again, this is optional information to save research time in future years.



The screenshot shows a form titled 'Part C (Optional) - Locate Plan Data' with a 'Find Plan' button in the top right corner. The form contains the following information:

- Plan Name:** Jones Farm Wetlands
- Plan ID:** 11
- Plan verified:**

When you click the Find Plan button, a popup is presented to allow plan selection.



The screenshot shows a popup window titled 'Select a Conservation Plan'. It displays a table of plans for a customer named 'HARRY SMITH'. The table has the following columns: 'Conservation Plan Name', 'Conservation Plan Id', 'State', 'County', and 'Creation Date'. Below the table, it states 'No plans found.' and there is a 'Close' button in the bottom right corner.

Click the Plan ID to associate the plan with the record. If no plans are associated, they may not exist in the Toolkit database.

Tract Validity

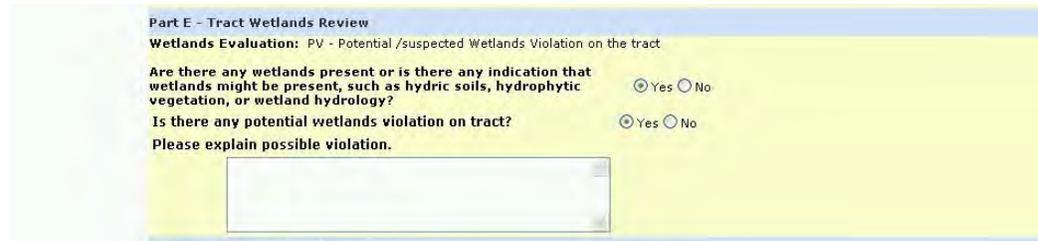
The Tract Validity section initially contains one question: Valid Tract? There are three possible responses: Valid Tract, Not a Valid Tract, or Tract Not Found. Mark the corresponding radio button. If the tract is valid, no further information needs to be completed in this section. If the tract is not valid, or not found, the section expands and additional fields must be completed.



1. Answer the Valid Tract? If valid tract is selected, skip to Wetlands Review. If other buttons are selected continue with step 2.
2. Enter either a replacement tract number or if a reconstitution occurred on the land, enter the new tract number.
3. If a tract number is placed in this field, then click the save button at the bottom of the page. Saving the record will mark this sample tract as replaced and the entered tract number will be added as a new record in the tract worklist.

Wetlands Review

The Wetlands Review section initially contains one question: Are wetlands present on the Tract? If wetlands are present, the section expands and additional questions must be completed.



1. Answer the question about wetlands present or hydric conditions by marking Yes or No. If no, go to Compliance Review section. If yes, continue with step 2.
Note: The Wetlands Determination code is automatically set based on responses to the questions. Possible determinations are:
 NW—no wetlands,
 NWW—no wetlands violation, or
 PV—possible wetlands violation.
2. Indicate whether there is a potential violation by marking Yes or No.
3. If a potential violation exists, use the comments box to explain it.

Note: If Part E is answered No wetlands and Part F has an “NN - ...” or “NC - ...”, then the sample tract should be replaced with a tract that has wetlands conditions or HEL.

HEL Compliance Review

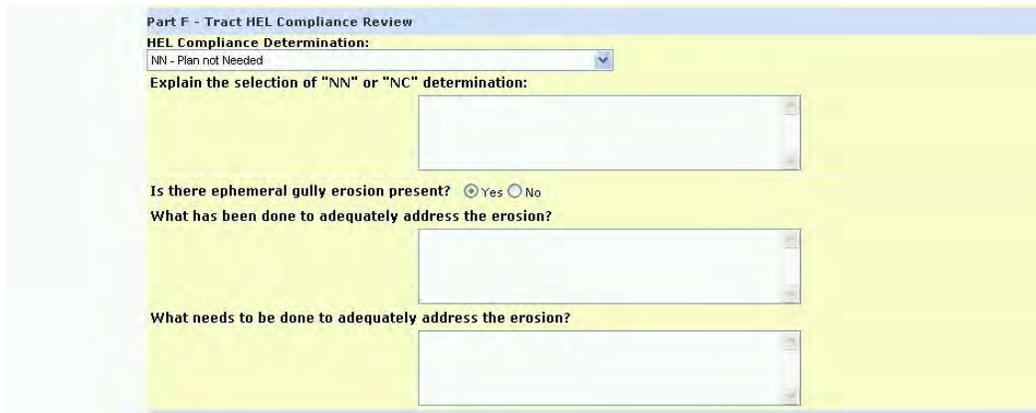
The Compliance Review section initially contains only a drop-down box from which the determination code is selected. The possible codes are described below.

Determination codes:

- AA Actively applying an approved conservation plan – An approved conservation plan is being applied on all HEL fields on the tract, or an approved conservation plan is being applied on some HEL fields on the tract, and the previously treated HEL field(s) is/are using an approved conservation system, or systems.
- AC Variance because of severe and unusual conditions - Applying an approved conservation plan, or using an approved conservation system with a temporary variance. The temporary variance should be due to special conditions, including severe weather, pests, or disease which prohibited or changed the application of the required scheduled conservation practices.
- AE Variance because of economic hardship – Applying an approved conservation plan or using an approved conservation system with an exemption based on economic hardship as determined by the FSA County Committee and approved by the State Committee.
- AG Exemption based on a Good Faith Determination – Applying an approved conservation system with an exemption based on a good faith determination by the FSA County Committee.
- AH Variance because of extreme personal hardship – Applying an approved conservation plan or using an approved conservation system with a variance because of a special problem, technical error, incorrect plan, or unusual occurrence prohibited the application of the required scheduled practices(s).
- AM Variance with a minimal or technical effect – Applying an approved or an approved conservation system with a variance based on failure which is technical and minor in nature.
- CA Conditionally applying an approved conservation plan or system.
- EX Used for tracts where the review is limited to a specific field either from a prior year variance or agency referral
- NA Not actively applying an approved conservation plan or using an approved conservation system.
- NC Compliance Review Not Conducted. There may be circumstances that didn't allow the review to be conducted.
- NN No conservation plan is required. There are no HEL fields on the tract, or the tract is not planted to an agricultural commodity, or the tract is not in agriculture use
- TA Exemption(s) used for tract(s) when deficiencies are found while providing technical assistance.
- UA All of the conservation plan practices, or the approved conservation systems are being maintained to the required specifications and standards



1. Select a determination from the drop-down list. If the determination code is 'Plan not needed', (NN), or 'Compliance Review Not Conducted', (NC), the section will expand.
2. Select one statement from the drop down list that identifies why the NN or NC determination was selected. Additional information can be placed in the comments box in Part G.
3. Answer the question on ephemeral gully erosion. A "Yes" answer expands the section and asks for explanation about addressing the erosion.



Review Summary

Several fields must be completed before the tract review is considered complete.

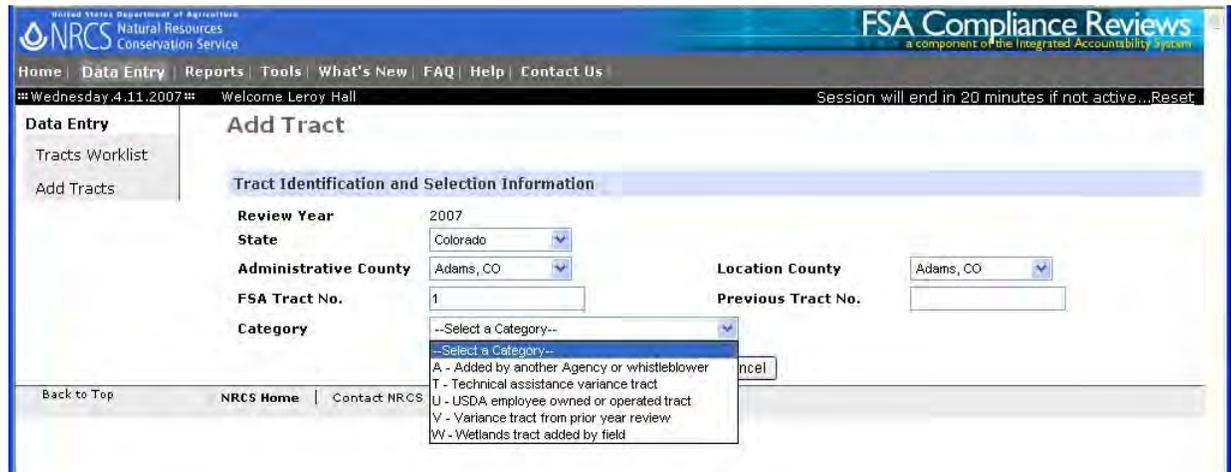


1. Select Review Type, Partial or Full, from the drop-down list. Partial review is used for tracts that received a variance last year or whistleblower complaint.
2. Crop Year records the actual field crop year of harvesting.
3. Was review part of a state quality assurance plan? Mark Yes or No.
4. Enter total acres on the tract that was reviewed.
5. Enter time spent conducting the review.
6. Enter any comments pertinent to the findings.
7. Answer the question about a contract being active on the tract.
8. Last Modified information will be entered automatically based on user login.
9. Click **Save**.
10. The Tracts Worklist is redisplayed. You can check the tract Review Status to determine whether the tract is complete as saved. A complete status only occurs when all displayed data fields in sections D through G have information.

Save can be pressed at any time to save data just entered.

Adding a Tract

The system has mechanisms for creating new tracts when a tract is marked as replaced. It can also determine those tracts that had violations in the previous year. Consequently, it will not be necessary to add as many tracts at the state level. However, there will be some instances when the Add Tract option must be used. For instance, adding tracts for employee reviews, loan recipients, whistleblower, etc.



1. Click **Add Tract** on the Data Entry page or on the header bar for the Tracts Worklist.
2. Review Year defaults to current year.
3. Enter the State (only states in your user profile can be entered).
4. Enter the Administrative County from list (office conducting the review may vary from the tract location in some states).
5. Enter the Location County by selecting from the list.
6. Enter the FSA Tract Number.
7. Enter the Previous Tract Number, if any.
8. Select the Category from the drop-down list.

Note: R (random) is not a valid code for manually entered tracts.
M (replacement) is not a valid code for added tracts, it is system generated for replacement tracts.

Category: Category identifies the reason the tract was selected for review. The following categories exist:

- U** tract owned or operated by a USDA employee.
- V** tract added due to a prior year variance.
- A** tract added due to a reinstatement requested, tract referred by another USDA agency, whistleblowers, potential violations observed by NRCS, or other additions.
- T** technical assistance variance
- W** tract added by State identifying a wetlands tract for review.

9. Click **Save**. The Edit Tract page will be displayed for you to continue with entry of review detail.
10. Complete the Edit Tract page as described in **Completing the Tract Review Form**. Tracts added by the State or field office can be deleted by clicking the Delete button at the bottom of the data entry form.

Tools

The tools menu has basic options pertinent to Compliance Status Reviews and other IAS applications. Not all options appear on all users menus. All options are discussed. If you need information from an application that you do not have access to, contact your state coordinator.

Two options are displayed on the left side of the screen, My Profile and My Account.

My Profile shows the assigned state and county(s) based on your eAuth login which should be based on your office location. This profile is the same for all IAS applications. If an employee moves, the profile can be changed by the user by clicking on this selection and adding a new profile by selecting the Add button. The new profile can be designated as the default and the user can delete the old profile.

My Account Provides information about the user's login, phone number, e-mail, address, and then lists the IAS systems that the user has access to along with any role assigned them in the application. Changes to this information must be made through the appropriate State or National IAS coordinator.

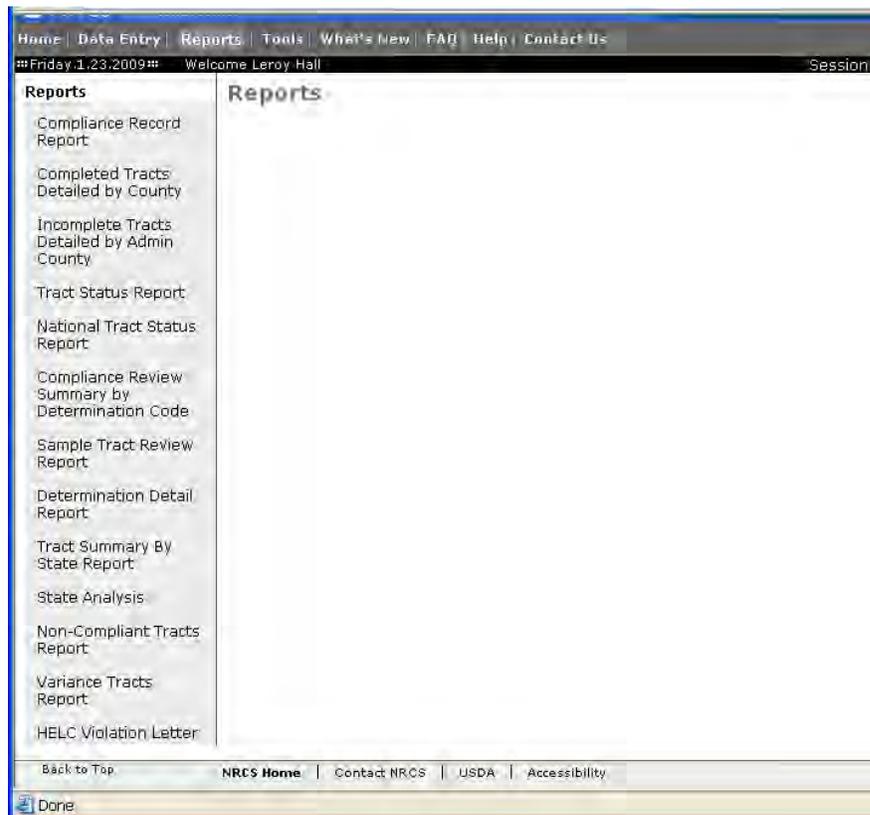
Reports

Reports available in the FSA Compliance Status Review application will assist you in seeing what tract reviews are still outstanding, what determinations have been found, and what percentage of your review workload is complete at any time throughout the year.

The reports are available on both a county and statewide basis for State Coordinators. These reports and additional reports will also be available to the National Coordinator.

To properly print these reports you need to check the following setting on your web browser to enable proper formatting on the printed reports. 1. Goto the Tools menu. 2. Goto the Internet Options menu item. 3. Select the advanced tab. 4. Scroll down to the printing section. 5. A Check should be in the Print background colors and images option.

The following reports are implemented in the web application



Reports can be run for any year starting with 2004 since that is the first year the application was used. Remember to change the year to see data from prior years.

Compliance Record Report:

To print the compliance record report,
 Select the State
 Select the county
 It is optional to select the review status and category

After making the above selections and pressing Search, a worklist for the county appears. Select the word report in the left column to generate the compliance record report for the tract number in the row you selected.

If the review is completed, all findings will be printed on the tract report and this can be used for office records or farm files. If the review is not completed, the report will print the blank report that could be used as a guide in conducting the field review.

A sample report is shown below. This report should always be printed in the default printer portrait format.

Report selection screen.

After selecting other reports in the menu, the user sees the screen below and is allowed to choose the year, State, and county for the report. If no county is selected, the user gets a report of all tracts in all counties in the State.



These reports need to be printed in landscape format which requires the user to set the printer options to landscape before sending the report to print.

The tracts by county reports display the fields of administrative county, location county fips, tract number, tract status, category, Total hours time, total acres, compliance determination (HEL), and wetlands present. The wetlands present indicates the answer to the first question in section E.

Completed Tracts by County Report

The completed tracts report can be used by the county reviewer to see all the completed tracts in their worklist with summary data for the current year. The completed list is generated by selecting all tracts that have a completed status in the worklist.

NRCS Food Security Act (FSA) Compliance Review Report - 2005 Completed Tracts Detailed by County Colorado									
Adams									
Admin. County	Location County	Tract Number	Tract Status	Category	Time Spent (hrs.)	Total Acres	Compliance Determination	Wetlands Present	
08001	08001	459	1	U - USDA employee owned or operated tract	3.00	461.40	UA - Fully Applied and Maintaining all Practices	N	
08001	08001	742	1	U - USDA employee owned or operated tract	2.00	18.20	UA - Fully Applied and Maintaining all Practices	N	
08001	08001	767	1	U - USDA employee owned or operated tract	2.00	155.10	UA - Fully Applied and Maintaining all Practices	N	
08001	08001	826	1	U - USDA employee owned or operated tract	1.00	101.90	AA - Actively Applying an Approved Conservation Plan	N	
08001	08001	836	1	R - Random Tract	3.00	157.50	UA - Fully Applied and Maintaining all Practices	N	
08001	08001	864	1	U - USDA employee owned or operated tract	2.00	152.30	UA - Fully Applied and Maintaining all Practices	N	
08001	08001	1003	1	U - USDA employee owned or operated tract	3.00	642.00	AM - Actively Applying with Minimal or Technical Effect Variance	N	
08001	08001	1066	1	U - USDA employee owned or operated tract	2.00	157.30	UA - Fully Applied and Maintaining all Practices	N	
08001	08001	1174	1	U - USDA employee owned or operated tract	3.00	632.60	UA - Fully Applied and Maintaining all Practices	N	
08001	08001	1190	1	A - Added by another Agency or whistleblower	5.00	599.60	UA - Fully Applied and Maintaining all Practices	N	
08001	08001	1191	1	A - Added by another Agency or whistleblower	4.00	160.00	UA - Fully Applied and Maintaining all Practices	N	

All fields should have data and the tracts status column should show only a 1 to indicate a valid tract. Invalid tracts should not be in a completed tract report.

Incomplete Tracts by County Report

The incomplete tracts report can be used by the county reviewer to see all the tracts in their workload for the current year. The incomplete list is generated by selecting all tracts that do not have a complete tract status. It corresponds to the tract status of incomplete or new. At the end of the year, states should not have any tracts on this report.

NRCS Food Security Act (FSA) Compliance Review Report - 2006 Incomplete Tracts Detailed by Admin County Arizona								
Santa Cruz								
Admin. County	Location County	Tract Number	Tract Status	Category	Time Spent (hrs.)	Total Acres	Compliance Determination	Wetlands Present
04023	04023	80	1	R - Random Tract	10.00	80.00		N

This report shows that the compliance determination data is missing to make it a completed report when the tract status column shows a 1, a valid tract for review.

Tract Status Report

The tracts status report provides a summary count of tracts in each of the four status categories. The categories are New, Incomplete, Replaced, and Complete.

The print setup should be set for landscape for printing the tract status report. The bottom line on the report will total all the columns for the State.

NRCS Food Security Act (FSA) Compliance Review - 2005 Tract Status Report Colorado					
County	Complete	Incomplete	New	Replaced	Total Tracts
Adams	46	0	0	0	46
Alamosa	2	0	0	0	2
Arapahoe	20	0	0	0	20
Baca	61	0	0	2	63
Bent	6	0	0	0	6
Boulder	6	0	0	0	6
Chaffee	1	0	0	0	1
Cheyenne	21	0	0	1	22
Conejos	18	0	0	0	18
Costilla	1	0	0	0	1
Crowley	6	0	0	4	10
Delta	9	0	0	0	9

The end of the year should show only zeros in the New column.

National Tract Status Report:

This report shows the summary count of tracts in the four status categories of Complete, Incomplete, New, and Replaced for each State. This report will be used to provide status reports to Regional Assistant Chiefs and other NRCS leadership.

NRCS Food Security Act (FSA) Compliance Review - 2005 Tract Status Report					
State	Complete	Incomplete	New	Replaced	Total Tracts
Alabama	542	0	0	21	563
Alaska	3	0	0	0	3
American Samoa	1	0	0	1	2
Arizona	17	0	0	5	22
Arkansas	317	79	0	34	430
California	254	1	0	65	320
Colorado	775	1	0	83	859
Connecticut	23	0	0	11	34
Delaware	38	0	0	1	39
Florida	157	1	0	75	233
Georgia	472	0	0	51	523

Compliance Review Summary by Determination Code:

This report shows the determination codes recorded on the reviews by one county or summarized for the State. It records the code used and counts the number of tracts, sums the total hours, and total acres. This report counts only the tracts with a completed status. Invalid tracts and tracts not found should not have tract determinations since a review should not have been conducted on an invalid tract and if a tract is not found, no review can be conducted.

Coordinators should be monitoring this report as reviews are conducted to correct the Part D or E data sections. The invalid tracts and tracts not found will be counted in this report but should not have any HEL determination codes. Replaced tracts are not be counted in this report.

2005 Compliance Review Summary by Determination Code Colorado			
Determination Code	Number of Tracts	Total Time	Total Acres
Invalid Tract			
	16	0	0
AA - Actively Applying an Approved Conservation Plan	2	11.00	301.00
NN - Plan not Needed	5	12.00	345.70
UA - Fully Applied and Maintaining all Practices	2	4.00	1973.00
Totals:	25	27.00	2619.70
Tract Not Found			
	1	0	0
AA - Actively Applying an Approved Conservation Plan	2	2.00	208.60
Totals:	3	2.00	208.60
Valid Tract			
AA - Actively Applying an Approved Conservation Plan	362	867.50	65524.40
AC - Actively Applying with a Variance because of Severe and Unusual Conditions	4	10.50	1407.30
AE - Variance Because of Economic Hardship	4	7.00	921.20
AG - Exemption Based on a Good Faith Determination by FSA	2	3.00	1797.40
AH - Actively Applying with a Variance because of Extreme Personal Hardship	1	6.00	563.00

Sample Tract Report:

This report prints the status of tracts that have the R – Random category. Provides a year end summary of how many sample tracts were completed or replaced in each county.

Sample Tract Review Report - 2006								
Colorado								
Adams								
Tract Number	Admin. County	Location County	Review Status	Wetlands Determin	HEL Determin	Time Spent (hrs.)	Total Acres	
690	08001	08001	Completed	No Wet	UA	3.00	390.50	
799	08001	08001	Completed	No Wet	UA	5.00	150.10	
5956	08001	08123	Completed	No Wet	UA	5.00	76.20	
Alamosa								
Tract Number	Admin. County	Location County	Review Status	Wetlands Determin	HEL Determin	Time Spent (hrs.)	Total Acres	
888	08003	08003	Replaced					
1831	08003	08003	Replaced					
Arapahoe								
Tract Number	Admin. County	Location County	Review Status	Wetlands Determin	HEL Determin	Time Spent (hrs.)	Total Acres	
569	08005	08005	Completed	No Wet	UA	2.00	31.50	
2506	08005	08005	Completed	No Wet	AA	3.00	544.00	
2509	08005	08005	Completed	No Wet	UA	1.00	53.00	
2638	08005	08005	Completed	No Wet	UA	1.00	31.50	
2781	08005	08005	Replaced	No Wet	NN	2.00	35.00	
Baca								
Tract Number	Admin. County	Location County	Review Status	Wetlands Determin	HEL Determin	Time Spent (hrs.)	Total Acres	
683	08009	08009	Completed	No Wet	AA	2.00	312.90	
1194	08009	08009	Completed	No Wet	AA	3.00	470.40	
1704	08009	08009	Completed	No Wet	AA	1.00	314.90	
2112	08009	08009	Completed	No Wet	AA	2.00	629.30	
2470	08009	08009	Completed	No Wet	AA	3.00	322.60	
3213	08009	08009	Completed	No Wet	AA	2.00	160.60	
4175	08009	08009	Completed	No Wet	AA	2.50	319.50	

Compliance Determination Detail Report:

This report should not be run for a whole state. It should be limited to one county or one determination code. Selections for the report are shown below.

The screenshot shows the 'Determination Detail Report' form in the FSA Compliance Reviews system. The form is titled 'Determination Detail Report' and includes a sidebar with navigation options like 'Compliance Record Report', 'Completed Tracts Detailed by County', and 'Incomplete Tracts Detailed by Admin County'. The main form area contains the following fields:

- Review Year: 2006
- State: --Select State--
- Administrative County: --All Counties--
- HEL Compliance Determination: --All Compliance Determinations--
- Generate button

This report will show the individual tracts for each compliance determination code. This will help identify where determinations have been recorded. This will help a state coordinator find the locations of invalid tracts receiving a determination so it can be corrected.

This report identifies determinations that show the tract in compliance, not in compliance, and those given a variance.

**NRCS Food Security Act (FSA) Compliance Review Report - 2005
Determination Detail Report
Colorado**

Tracts in Compliance:

Determination Code: AA-Actively Applying an Approved Conservation Plan

Tract Number	Admin. County	Review Status	Category	Wetlands Violation Comment	HEL Determination Comment	Review Summary Comment
642	Alamosa, CO	Completed	A-Added by another Agency or whistleblower			

Determination Code: UA-Fully Applied and Maintaining all Practices

Tract Number	Admin. County	Review Status	Category	Wetlands Violation Comment	HEL Determination Comment	Review Summary Comment

Tracts in Non-Compliance:

Determination Code: NA-Not Actively Applying

Tract Number	Admin. County	Review Status	Category	Wetlands Violation Comment	HEL Determination Comment	Review Summary Comment
84	Alamosa, CO	Completed	R-Random Tract			Final technical determination of not actively applying is going to be appealed to the Alamosa County Committee.

Determination Code: PV-Potential Wetland Violation

Tract Number	Admin. County	Review Status	Category	Wetlands Violation Comment	HEL Determination Comment	Review Summary Comment

Tracts Given Variance:

Determination Code: AC-Actively Applying with a Variance because of Severe and Unusual Conditions

Tract Number	Admin. County	Review Status	Category	Wetlands Violation Comment	HEL Determination Comment	Review Summary Comment

Tract Summary by State Report:

Provides a summary count of tracts completed in the State that are in compliance, non-compliance, or given a variance and identifies the tract category.

**NRCS Food Security Act (FSA) Compliance Review Report - 2006
Tract Summary By State
Colorado**

Tracts in Compliance:

Tract Category	Number of Tracts	Total Hours	Total Acres
A - Added by another Agency or whistleblower	70	149.85	17419.20
M - Replacement Tract	42	92.00	15153.13
R - Random Tract	204	434.00	42728.21
T - Technical assistance variance tract	6	11.00	1672.40
U - USDA employee owned or operated tract	244	498.45	62365.00
V - Variance tract from prior year review	22	65.50	8663.20
W - Wetlands tract added by field	1	1.00	160.00
Total:	589	1251.80	148161.14

Tracts in Non-Compliance:

Tract Category	Number of Tracts	Total Hours	Total Acres
M - Replacement Tract	1	1.00	40.00
Total:	1	1.00	40.00

Tracts Given Variance:

Tract Category	Number of Tracts	Total Hours	Total Acres
A - Added by another Agency or whistleblower	5	15.00	1260.70
M - Replacement Tract	2	4.00	436.80
R - Random Tract	5	20.00	776.40
U - USDA employee owned or operated tract	3	19.00	1684.60
V - Variance tract from prior year review	3	13.00	1599.80
Total:	18	71.00	5758.30

Grand Total for State:

Tract Category	Number of Tracts	Total Hours	Total Acres
Grand Total for State:	608	1323.80	153959.44

Print Close

Non-Compliant Tracts Report:

Provides a summary of tracts identified as non-compliant. Any tracts in this report should have comments recorded identifying the violation.

NRCS Food Security Act (FSA) Compliance Review Report - 2006 Non-Compliant Tracts Report Colorado						
Admin County	Location County	Tract No.	HEL Determination	Wetlands Violation	Wetlands Comments	Tract Comments
Dolores	San Miguel	3348	NA - Not Actively Applying	N		

Variance Tract Report:

Identifies tracts given a variance determination. All tracts in this report should document the conditions for the variance determination which is recorded in the tract comments box on the data entry form.

NRCS Food Security Act (FSA) Compliance Review Report - 2006 Variance Tracts Report Colorado				
Admin County	Location County	Tract No.	HEL Determination	Tract Comments
Adams	Adams	1003	AC - Actively Applying with a Variance because of Severe and Unusual Conditions	
Adams	Adams	1173	AC - Actively Applying with a Variance because of Severe and Unusual Conditions	
Adams	Adams	6144	AC - Actively Applying with a Variance because of Severe and Unusual Conditions	
Arapahoe	Arapahoe	590	AC - Actively Applying with a Variance because of Severe and Unusual Conditions	Hail and Frost Damage to the field, so short on residue for practice 344, residue management. Weather variance given due to these conditions for this tract, beyond the control of the producer.
Arapahoe	Adams	1114	AC - Actively Applying with a Variance because of Severe and Unusual Conditions	
Boulder	Boulder	9299	CA - Conditionally Actively Applying	
Conejos	Conejos	133	CA - Conditionally Actively Applying	Cropland converted to Irrigated Pasture.
Garfield	Garfield	955	AH - Actively Applying with a Variance because of Extreme Personal Hardship	
Kiowa	Kiowa	626	AC - Actively Applying with a Variance because of Severe and Unusual Conditions	Second year as operator on this tract. Severe bindweed infestation. Drilled wheat emerging. Drought and hail affected previous crop, 11.66 bu/ac yield.

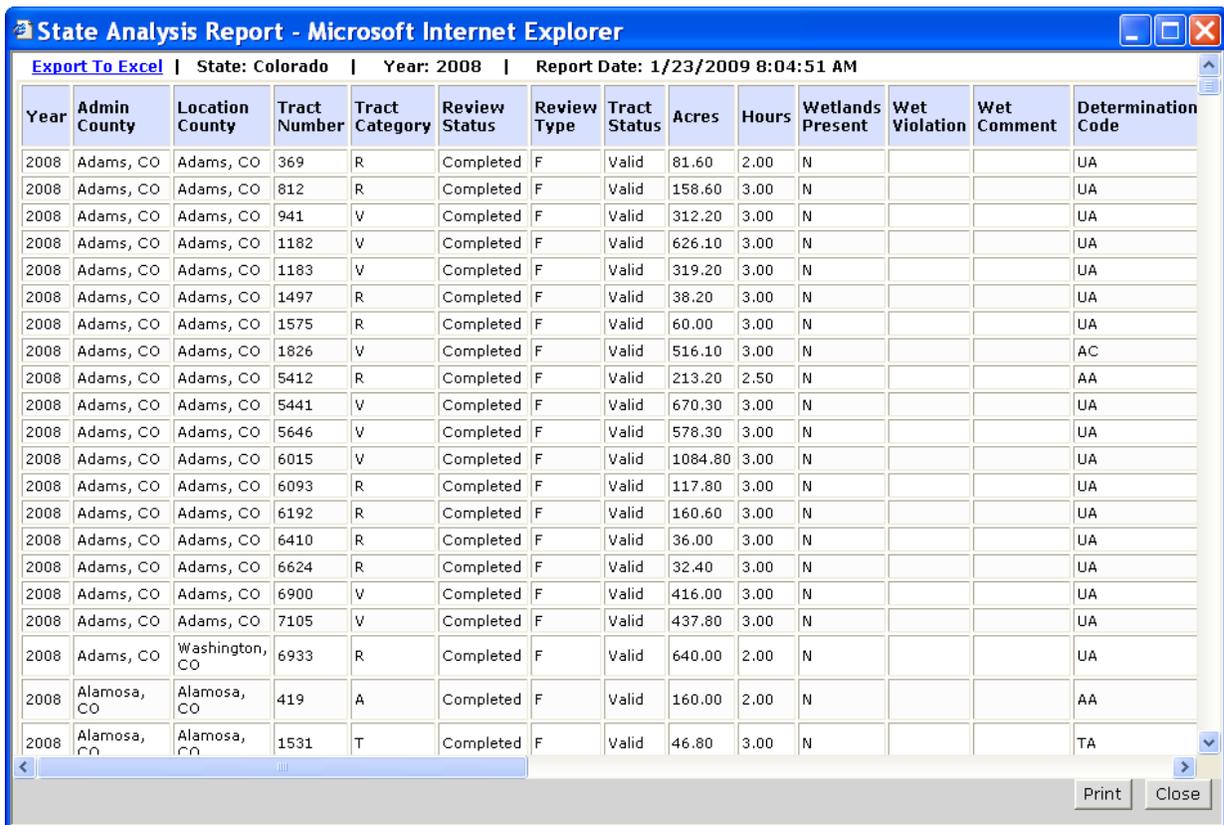
HELC Violation (Whistleblower):

This report generates a Word document that must be saved to your computer and then opened in Word. The report contains standard clauses for notifying a landowner that a violation has been found on the tract.

State Analysis:

This report generates a report that can be exported to an Excel spreadsheet and saved on your local computer for use in analyzing state records for compliance reviews. It is recommended that when the report is exported, that you save the report to a local directory and then open it with the spreadsheet software.

This report will allow states to view data fields from the compliance reviews that are not available in any of the other reports in the application. Most notably would be looking at the comments supplied in the tract reviews.



Year	Admin County	Location County	Tract Number	Tract Category	Review Status	Review Type	Tract Status	Acres	Hours	Wetlands Present	Wet Violation	Wet Comment	Determination Code
2008	Adams, CO	Adams, CO	369	R	Completed	F	Valid	81.60	2.00	N			UA
2008	Adams, CO	Adams, CO	812	R	Completed	F	Valid	158.60	3.00	N			UA
2008	Adams, CO	Adams, CO	941	V	Completed	F	Valid	312.20	3.00	N			UA
2008	Adams, CO	Adams, CO	1182	V	Completed	F	Valid	626.10	3.00	N			UA
2008	Adams, CO	Adams, CO	1183	V	Completed	F	Valid	319.20	3.00	N			UA
2008	Adams, CO	Adams, CO	1497	R	Completed	F	Valid	38.20	3.00	N			UA
2008	Adams, CO	Adams, CO	1575	R	Completed	F	Valid	60.00	3.00	N			UA
2008	Adams, CO	Adams, CO	1826	V	Completed	F	Valid	516.10	3.00	N			AC
2008	Adams, CO	Adams, CO	5412	R	Completed	F	Valid	213.20	2.50	N			AA
2008	Adams, CO	Adams, CO	5441	V	Completed	F	Valid	670.30	3.00	N			UA
2008	Adams, CO	Adams, CO	5646	V	Completed	F	Valid	578.30	3.00	N			UA
2008	Adams, CO	Adams, CO	6015	V	Completed	F	Valid	1084.80	3.00	N			UA
2008	Adams, CO	Adams, CO	6093	R	Completed	F	Valid	117.80	3.00	N			UA
2008	Adams, CO	Adams, CO	6192	R	Completed	F	Valid	160.60	3.00	N			UA
2008	Adams, CO	Adams, CO	6410	R	Completed	F	Valid	36.00	3.00	N			UA
2008	Adams, CO	Adams, CO	6624	R	Completed	F	Valid	32.40	3.00	N			UA
2008	Adams, CO	Adams, CO	6900	V	Completed	F	Valid	416.00	3.00	N			UA
2008	Adams, CO	Adams, CO	7105	V	Completed	F	Valid	437.80	3.00	N			UA
2008	Adams, CO	Washington, CO	6933	R	Completed	F	Valid	640.00	2.00	N			UA
2008	Alamosa, CO	Alamosa, CO	419	A	Completed	F	Valid	160.00	2.00	N			AA
2008	Alamosa, CO	Alamosa, CO	1531	T	Completed	F	Valid	46.80	3.00	N			TA

All data fields from the application are in this report. Codes are explained in this document.

Additional Reports:

More reports will be developed and implemented based on the needs of the users.