

Complete the Producer Documentation Tool according to this table.

Item	Entry
Producer and Land	
Date	Enter the date you decided to plant or not plant.
1	Producer name, address, home telephone number and cell phone number.
2	Enter the Farm Service Agency Farm, Tract, and Field, or the legal description of the land, including total acres
3a	Name of the Ditch/Canal company.
3b	Lateral number or name.
4a	Source of supplemental water (ditch, well, other).
4b	Name of water augmentation association.
4c	10 year average amount of supplemental water in acre feet (add all types together).
4d	Amount of water allocated to you by water augmentation association for THIS year in acre feet.
Water - Normal Availability	
5a	Enter the number of shares owned for this farm.
5b	Enter Average Farm Yield Per Share from the "estimated irrigation water supply table" in acre feet. This figure represents average producer headgate per share and should take into account any ditch loss transit factor.
5c	Result of multiplying item 5a and item 5b.
6	Enter the net acre feet of water leased FOR or FROM this farm on average over the past 10 years. Express as
7	Result of adding item 4c and item 5c and item 6. This is the total supply in acre feet.
8	Enter the number of days of water for each month.
9	Average precipitation during the growing season (values must be taken from the monthly average precipitation table, the High Plains Regional Climate Center; http://hprcc.unl.edu/products/historical.htm , or another generally accepted reporting organization.) Please document the source used.
Water - Expected This Year	
10a	Enter the number of shares owned for this farm.
10b	Enter the expected farm yield per share and list the source (e.g. Division water engineer's estimates, Canal Company). If using a source other than the Division water engineer's office estimates, please list the source. The expected yield per share must take into account any ditch loss transit factor.
10c	Result of multiplying item 10a and item 10b.
11	Enter the net acre feet of water leased FOR or FROM this farm on this year. Express as negative number if more water is leased from the farm.
12	Water (in acre feet) Required for Reclaiming Prior Depletions
13	Result of adding item 4d and 10c and item 11, then subtracting item 12. This is the total expected supply in acre feet.
14	Enter each source of information used for completing 10b. Include calculations if methods other than yields from the estimated irrigation supply table are used.
15	Enter the number of days of water you expect to have each month THIS year. Please list the source of information.
16	Enter the number of days equivalent to one run of water.
17	Give the reason why there is a difference between item 8 and item 15. Leave blank if there is no difference.
18	Enter the average depth of soil moisture using a soil probe (minimum of 6 measurements per field). If soil measurements have not been taken, leave blank.
19	List the weather related event(s) that caused the loss of water.
20a	Enter the date the weather event started.
20b	Enter the date the weather event ended. Enter "ongoing" if weather event is continuing at the time the documentation tool is completed.
21	Enter yes or no. Enter yes if any of the ground identified in item 2 has claimed a prevented planting payment in the past 2 years. If yes, please explain.
22a	Enter yes or no. If no, please explain. If yes, please attach receipts.

22b	Enter yes or no. Identify measures taken to prepare land for planting to prove intentions for planting and caring for the crop through harvest.
23	Please explain. Identify whether the land will be planted to a second crop, planted to a cover crop, left idle, etc.
Intended Crop Plantings	
24a	Enter the crop name and type.
24b	Enter your Approved APH Yield for the crop.
24c	Enter the number of acres you intend to plant to the nearest tenth.
24d	List the type of irrigation system.
24e	Enter the amount of irrigation efficiency as percentage. See http://www.cwi.colostate.edu/publications/sr/14.pdf for normal irrigation efficiency percentages.
24f	Enter the consumptive use water value from the Consumptive Use by Crop table found at http://www.ext.colostate.edu/pubs/crops/04718.html or http://www.rma.usda.gov/fields/ks_rso/irrigation/Consumptive_Use_by_Crop.pdf . Also include the total consumptive use value for the entire acreage. Compute this by subtracting average precipitation from the net consumptive water use, dividing this result by item 24e times the acres in item 24c. This value will be in acre inches.
	For item 25 through item 28, please follow the guidelines for item 24.
29a	Enter the total acres you intend to plant for the farm (result of adding all irrigated acreage).
29b	Enter the total consumptive water usage for the farm (result of adding consumptive water usage for all irrigated crops). Convert to acre feet.
Decision on Prevented Planting	
30	Use this area to explain the decision to plant and irrigate or to not plant