

**PLANT PROTECTION DIVISION
HEMP PROGRAM**

The United States Department of Agriculture (USDA) requires that all growers must report hemp production of any size to the Farm Service Agency (FSA).

The first step in completing this reporting requirement is to contact your local FSA office to set up an account if you do not already have one. Use the search tool at the following link to locate your nearest office:

<https://offices.sc.egov.usda.gov/locator/app>

At this meeting, you should expect to provide the following information to FSA staff:

1. Name of entity producing the hemp (should match the license holder name on your MDA Hemp Program license),
2. Social Security Number, if a person entity, and Tax ID Number, if a business,
4. Street Address or Geospatial location(s) of each field, greenhouse, or other grow location where hemp will be produced and acreage if known.

Once an account is set up, you are required to report the amount of hemp planted to FSA by filing a form FSA-578 Report of Acreage, including the following:

1. Identify on an FSA map(s) the location and acreage of each field, greenhouse, or other grow location where hemp is planted,
2. MDA Hemp Program license number,
3. Date the hemp was planted,
4. Variety name,
5. Intended use of the hemp.

You must submit this form every time you plant a new lot. A “lot” is a grouping of hemp, containing the same variety or strain throughout, in a contiguous area in a field, greenhouse, or grow location.

Generally, reporting for planting must be completed by July 15, but FSA strongly recommends reporting as soon as possible after planting.

The MDA will not sample or test any hemp lots if a location has not been assigned an FSA number. Licensees must submit a Planting Report to MDA within **10 days** of submitting an FSA-578 Report of Acreage form. Licensee must enter in the “FSA number” on the MDA Planting Report for each lot of hemp. The “FSA number” is the Farm Number-Tract Number-CLU/Field Number from the FSA-578 form. For example, the variety planted and recorded on the FSA-578 form shown below would be reported as 12345-9766-2.

← OVER

****Please note—the FSA-578 form does not have a place for variety name. If you have more than one variety on the form, then you need to write the variety name next to each lot (see example below—variety name is written in red on the form).**

EXAMPLE OF FSA- 578 REPORT OF ACREAGE FORM

Atkin, Minnesota													PROGRAM YEAR: 2020							
FSA - 578 (09-13-16)													DATE: 06/08/2020							
Farm Number: 12345													PAGE: 1							
Operator Name and Address													Original: EN							
Jane Doe													Revision: CB							
12345 Farmers Lane													Cropland: 12.60							
Anywhere, MN 55551													Farmland: 35.71							
Tract Number	CLU/Field	Crop/Commodity	Var/Type	Int Use	Act Use	Irr. Pr.	Ovg Stat	Nat. Sod	C/C Stat	Rpt Unit	Rpt Qty	Det Qty	Crop Land	Field ID	Official/Measured	Planting Date	Planting Period	End Date		
9766	2	Hemp	Cherry Wine	CB		N	C	N	I	A	12.60		Yes		N	8/15/2009	01	CC		
Producer Jane Doe													Share 100.00							
Tract 9593 Summary													NAP Unit 22							
													Signature Date 06/04/2019							
PP	Cr/Co	Var/Type	Int Use	Irr Pr	Rpt Unit	Rpt Qty	PP	Cr/Co	Var/Type	Int Use	Irr Pr	Rpt Unit	Rpt Qty	PP	Cr/Co	Var/Type	Int Use	Irr Pr	Rpt Unit	Rpt Qty
01	MIXFG	IGS	FG	N	A	12.60														
Photo Number/Legal Description:													Reported on Cropland: 12.60							
													Difference: 0.00							
													Reported on Non-Cropland: 0.00							

Note: The FSA is not a part of the Minnesota Department of Agriculture and legally protected grower information cannot be transferred between the agencies. This USDA-FSA reporting requirement is separate from other reporting required by the Minnesota Department of Agriculture.