

# Performance Results System (PRS) Hints & Tips

## 12. Correcting Issues from IDEA Reports through the Performance Results System (PRS)

Quality Assurance Reports are run monthly in IDEA and posted to the PIA SharePoint site at: <http://goo.gl/NUfDo>. In most cases, corrections can be made in the Performance Results System (PRS).

### Quality Assurance Reports

- Practices Not Reportable to PRS–B. Applied Not Reported
- Practice Detail- B. Applied Not Reported
- Practice Detail QA Check Report–Reported Acres > Land Unit Acres
- Practice Detail QA Check Report - Reported Numbers > 5

Listed below are the common reporting issues and their resolution.

1. Practices stuck in Reporting Tab
2. Reported Numbers Greater than 5
3. Practices NOT Reportable to PRS
4. Reported Acres greater than Land Unit Acres

### 1. Practices are stuck in the Reporting Tab in PRS.

- a. To report the practices stuck in the Reporting Tab, select the **Practice** Tab in PRS.

The screenshot shows the PRS Reporting interface. At the top, there is a navigation bar with tabs: Plan, Land Unit, Map, Practice, **Reporting** (highlighted with a red box), and Summary. Below the navigation bar is a table titled "PRS Reporting". The table has columns for Tract, Land Unit, Practice (Code, Name, Date, Amount, Units), Planned (Rpt Amount, Rpt Units, PRS Reporting), and Applied (Date, Amount, Units, Rpt Amount, Rpt Units, PRS Reporting, Program, Source). A row is shown for Tract 2962, Land Unit 11, Practice Code 314, Name Brush Management, Date 9/2012, Amount 22.0 ac, Rpt Amount 22.0 ac, and Rpt Units ac. The PRS Reporting column for this row contains a red circle with a diagonal slash, indicating a reporting issue. The Applied column shows Date 2/26/2013, Amount 22.0 ac, Rpt Amount ac, Rpt Units ac, and PRS Reporting checked. The Program is EQIP and Source is Toolkit 5.0. At the bottom right of the table is a "Save PRS Reporting" button. The footer contains navigation links: Back to Top, NRCS Home, Contact NRCS, USDA, Accessibility, and version number 2.8.2331.1\_H10.

- b. Select the “Save PRS Reporting” button

United States Department of Agriculture  
 NRCS Natural Resources Conservation Service  
 Performance Results System  
 a component of the Integrated Accountability System

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Plan | Land Unit | Map | **Practice** | Reporting | Summary

### Practices

Tract	Land Unit	Practice		Planned					Applied					Exclude Practice	Program	Source		
		Code	Name	Date	Amount	Units	Rpt Amount	Rpt Units	PRS Status	Date	Amount	Units	Rpt Amount				Rpt Units	PRS Status
2962	7	314	Brush Management	9/2012	22.0	ac	22.0	ac	R2009				ac	ac	ⓘ		EQIP	Toolkit 5.0
2962	11	314	Brush Management	9/2011	22.0	ac	22.0	ac	R2009				ac	ac	ⓘ		EQIP	Toolkit 5.0
2962	11	314	Brush Management	9/2012	22.0	ac	22.0	ac	R2009	2/26/2013	22.0	ac		ac	<input type="checkbox"/>		EQIP	Toolkit 5.0
2962	11	512	Forage and Biomass Planting	9/2012	11.0	ac	11.0	ac	R2009					ac	ⓘ		EQIP	Toolkit 5.0
2962	11	512	Forage and Biomass Planting	9/2013	11.0	ac	11.0	ac	R2009					ac	ⓘ		EQIP	Toolkit 5.0
2962	6	412	Grassed Waterway	9/2010	0.1	ac	0.1	ac	R2009					ac	ⓘ		EQIP	Toolkit 5.0

ⓘ - Data Missing or Invalid. ⓘ - Not Reportable Due To Data Missing. ⓘ - Latitude/Longitude Data Missing.

Save PRS Status

## 2. Reported Numbers Greater than “5”

Due to discrepancies in reporting ProTracts between Toolkit, Users need to go into PRS to update the correct **REPORTING unit**. In many cases, practices are reported by footage in ProTracts, but are reported by number in PRS.

**FIX:** Users need to go into PRS and edit the amounts planned and/or reported.

- a. To update “Planned” and “Applied” amounts, in the **Practice** tab in PRS, select the **practice name**

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Plan | Land Unit | Map | **Practice** | Reporting | Summary

### Practices

Tract	Land Unit	Practice		Planned					Applied					Exclude Practice	Program	Source		
		Code	Name	Date	Amount	Units	Rpt Amount	Rpt Units	PRS Status	Date	Amount	Units	Rpt Amount				Rpt Units	PRS Status
1164	5	82	Fence	4/2013	1200.0	ft	1200.0	ft	R2012				ft	ft	ⓘ		CTA-GENRL	Toolkit 5.0
1164	1	367	Roofs and Covers	3/2013	1728.0	no	1728.0	no	R2013					no	ⓘ		CTA-GENRL	Toolkit 5.0
1164	1	629	Waste Treatment	3/2013	1728.0	no	1728.0	no	R2013					no	ⓘ		CTA-GENRL	Toolkit 5.0
1164	1	380	Windbreak/Shelterbelt Establishment	3/2012	250.0	ft	250.0	ft	R2012					ft	ⓘ		CTA-GENRL	Toolkit 5.0
1164	5	380	Windbreak/Shelterbelt Establishment	4/2013	500.0	ft	500.0	ft	R2012					ft	ⓘ		CTA-GENRL	Toolkit 5.0

Save PRS Status

- b. Enter the correct amounts in the Planned or Applied boxes and select “Save”.

### 3. Practices NOT Reportable to PRS

Practices are pulled in this report because the “recurring practice” button is not being utilized when plans are being created and the “Exclude” button is selected when reporting.

- a. To avoid recurring practices showing up in this report, practices should be scheduled using the “recurring practice” button in Toolkit.

Hide Applied Practices       Hide Recurring Practices

Schedule	Tract Number	Land Unit	Practice	Narrative	Planned Amo	Units	Month	Year	Applied Amou	Applied Date	Program	Source
	845	F1-L3	324	00N	5.4	ac	08	2009	5.4	12/01/2010	CTA-GENRL	Toolkit 5.0
	845	F1-L3	380	01N	1013	ft	04	2011	984.4	08/10/2011	EQIP	Toolkit 5.0
	845	F1-L3	430	00N aa	1370	ft	09	2013			EQIP	Toolkit 5.0
	845	F1-L3	441	00N	5.4	ac	08	2012			EQIP	Toolkit 5.0
▶	845	F1-L3	449	tc1	5.4	ac	08	2015			EQIP	Toolkit 5.0
	845	F2-L80	324	00N	5	ac	08	2009	5	12/01/2010	CTA-GENRL	Toolkit 5.0
	845	F2-L80	380	01N	979.1	ft	04	2012			EQIP	Toolkit 5.0
	845	F2-L80	430	00N aa	1466	ft	09	2015			EQIP	Toolkit 5.0
	845	F2-L80	441	00N	5	ac	08	2013			EQIP	Toolkit 5.0
	845	F2-L80	449	tc1	5	ac	08	2016			EQIP	Toolkit 5.0
	845	F4-L59	552	00N ab	1	no	11	2011	1	09/19/2011	EQIP	Toolkit 5.0

4. Reported Acres greater than Land Unit Acres

a. In the Practice Tab in PRS, click on the **practice name** (Roofs and Covers) .

Note that in example below, the “1728” was entered in FEET in Toolkit, but needs to be corrected in PRS for reporting purposes.

Tract	Land Unit	Practice		Planned				Applied				Exclud Practic			
		Code	Name	Date	Amount	Units	Rpt Amount	Rpt Units	PRS Status	Date	Amount		Units	Rpt Amount	Rpt Units
1164	5	382	Fence	4/2013	1200.0	ft	1200.0	ft	R2012						
1164	1	367	Roofs and Covers	3/2013	1728.0	no	1728.0	no	R2013						
1164	1	629	Waste Treatment	3/2013	1728.0	no	1728.0	no	R2013						
1164	1	380	Windbreak/Shelterbelt Establishment	3/2012	250.0	ft	250.0	ft	R2012						
1164	5	380	Windbreak/Shelterbelt Establishment	4/2013	500.0	ft	500.0	ft	R2012						

- Data Missing or Invalid. - Not Reportable Due To Data Missing. - Latitude/Longitude Data Missing.

b. The “Add Practice” window opens.

a. In the “Add Practice” window, edit the amount of “Roofs and Covers” planned and/or reported, select “Save”