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**2024**

**TOTAL – LLO**

**Tenure,  
Ownership,  
Transition of  
Agriculture  
Land – Landlord Only**

**Census Follow-on**

**Interviewer's Manual**

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## Chapter 1 - Purpose

### General

This chapter contains information about the 2024 TOTAL Survey. Included in this chapter is information on how the survey will be conducted, why it is needed, and how the data will be used.

### Purpose

TOTAL is a follow-on survey to the 2022 Census of Agriculture, and response is required by law. The 2024 TOTAL is the third time NASS has conducted a survey of this kind. The 2014 TOTAL survey and the 1999 Agricultural Economics and Land Ownership Survey (AELOS) are the previous surveys of this kind. The 2024 TOTAL survey will collect data from landlords, who are not farm operators to create a complete picture of farm costs, land ownership, demographic data for landlords, and improvements made to farmland and buildings, among other characteristics. Results from the 2014 TOTAL are still being used, but given the duration of time since then, the landscape of the agriculture sector in the United States has changed dramatically and more current data is needed.

The TOTAL survey is conducted in cooperation with The Economic Research Service (ERS). ERS has worked closely with NASS to help prepare for the 2024 TOTAL. Stakeholders are eager to review comprehensive data.

### States Concerned

The 2024 TOTAL will be conducted in all 50 states. Data will be published at a state level for the 15 largest agricultural producing states, based on value of sales. One version of the report form will be utilized.

Final data is scheduled to be available on October 31, 2025. The data will be published on the NASS Quick Stats database, and a fact sheet will be released.

### Legal Authority

The census of agriculture is authorized under the provisions of the “Census of Agriculture Act of 1997,” Public Law 105 -113 (Title 13, United States Code). This law authorizes the Secretary of Agriculture to conduct surveys deemed necessary to furnish annual or other data on the subjects covered by the census. The 2024 TOTAL is conducted under the provisions of this section and is therefore required by law.

## Landlord Only Definition

To be in scope for the TOTAL Landlord Only survey the person or institution that NASS has identified must have had an ownership interest in agricultural land located in the target state in 2024. The person or institution must also rent or lease that land to others as part of a farm or ranch operation for cash, crop share, or as part of a hybrid or free rent arrangement. They are not in scope if they operate their own farm or ranch.

## Methods of Enumeration and Data Collection

The 2024 TOTAL survey is primarily a mailout/mail back survey, with the option to complete the survey online. A small percentage of records will require field enumeration due to the need of special handling and non-response follow up. Respondents will also have the option to report via the internet using a Computer Assisted Self Interview (CASI). All mailouts will be conducted from the Census Bureau's National Processing Center (NPC) in Jeffersonville, Indiana. A pre-survey pressure sealed letter will be mailed to all sampled respondents in late November 2024. The letter will provide instructions and encourage respondents to complete the survey online. The initial mail package will be sent in early January 2025 and will include a questionnaire, instruction sheet, and a letter requesting a prompt response. The respondent is asked to return the completed questionnaire to NPC in the pre-paid reply envelope or report via CASI. A thank you/reminder pressure sealed letter will be mailed to all respondents in late January 2025. A second mail package which will include a reminder letter and questionnaire, is scheduled for early March for those respondents that have not responded. Respondents that do not respond by mail or online may receive a phone follow-up call via the Computer Assisted Telephone Instrument (CATI). Follow-up phoning will take place beginning in late March 2025.



## Chapter 2 - Terms and Definitions

### General

Enumerators working on this survey should be familiar with the definitions of the terms listed below. To gain the most benefit from training, enumerators should review the definitions of these terms before attending a training workshop.

### Survey Terms

#### **Conservation Easements**

Conservation Easements is a legal agreement to place restrictions on the property between the land owners and a government agency or a qualified land conservation organization (called a land trust) to ensure a specific conservation goal is met. The conservation easement is part of the title for the land and includes rights that are otherwise held with the landowner. (See Development Rights, for example) Conservation easements place (usually) permanent restrictions on the land. These restrictions may prohibit development or subdivision and/or prevent plowing or drainage (e.g. tilling), for example. The landowner, however, still owns the land and can use or sell it for purposes in agreement with the easement, such as farming, ranching, timber production, or hunting. The land itself remains in private ownership and the landowner still retains all other rights and responsibilities associated with being a property owner. Some examples of conservation goals include maintaining water quality, protecting wildlife habitat, and managing lands to ensure that they are always suitable for agriculture or forestry. Also see Development Rights.

#### **Development Rights**

Development Rights are the property rights associated with a landowner's right to develop or subdivide a property. A landowner's property can be thought of as a bundle of rights, including the surface, subsurface, and the air above the property. However, these rights can be separated through sale or lease. Development rights are more likely to be permanently transferred through a sale or donation, than leased, although long term leases (99-year leases) do occur.

The transfer of development rights, in some cases referred to as a conservation easement is the legal transfer of rights which result in (usually) permanent restrictions on development or subdivision of the land. The landowner, however, still owns the land and can use or sell it for purposes in agreement with the easement, such as farming, timber production, or hunting. The land itself remains in private ownership and the landowner still retains all other rights and responsibilities associated with being a property owner.

State and local governments and non-profit organizations, especially in the Northeast, obtain development rights as a means to ensure land remain in agricultural use or to achieve conservation priorities. Examples of other property rights which can be separated include, mineral, wind, recreational rights. These rights all represent a portion of the land's total value. Also see Conservation Easement.

### **Gas Rights**

See mineral rights.

### **Like-kind Exchange**

A like-kind exchange is a tax strategy, also known as a 1031, and allows capital gains taxes to be deferred on investment property that is sold so long as another "like-kind" purchase is made.

### **Mineral Rights**

Mineral Rights are the property rights associated with the subsurface mineral resources. A landowner's property can be thought of as a bundle of rights, including the surface, subsurface, and the air above the property. However, these rights can be separated through sale or lease. The mineral rights include all organic and inorganic substances in the soil, excluding sand, limestone, gravel and subsurface water. Mineral rights typically include hydrocarbons such as oil and gas. Mineral rights are often sold or leased to mining or drilling companies but can also be sold to speculators or investment companies. The distinction between the mineral estate and the surface estate originated from federal legislation in 1916. Examples of other property rights which can be separated include development, wind, and recreational rights. These rights all represent a portion of the land's total value.

### **Oil Rights**

See mineral rights.

### **Partnership Operation**

Two or more persons who conduct an operation together and share work and profits. Co-ownership of land by spouses or joint filing of income tax forms by spouses does not constitute a partnership unless a specific agreement to share contributions, decision making, profits, and liabilities exists. Production under contract or under a share rental agreement does not constitute a partnership.

### **Recreational Rights (hunting, etc.)**

Recreational Rights are the rights to use property for the purpose of recreation. A landowner's property can be thought of as a bundle of rights, including the surface, subsurface, and the air above the property. However, these rights can be separated

through sale or lease. Recreational rights are probably more likely to be leased rather than sold. Recreational rights include rights to build camps and access to camps and recreational areas. The lease or sale of recreational rights provide the two parties the assurance of limited use by specifying who is using the land for recreational activities. Examples of other property rights which can be separated include development, wind, and mineral rights. These rights all represent a portion of the land's total value.

### **Royalty Payment**

When minerals are produced from a leased property the owner is usually paid a share of the production income. This money is known as a "royalty payment". The amount of the royalty payment is specified in the lease agreement. It can be a fixed amount per ton of minerals produced or a percentage of the production value. Other terms are also possible.

### **Solar Rights**

Solar Rights are the rights to use land to capture solar energy from the sun above. A landowner's property can be thought of as a bundle of rights, including the surface, subsurface, and the sun and air above the property. However, these rights can be separated through sale or lease. Solar rights typically allow the installation of solar panels and access to the equipment via a road. Solar rights are most often leased to developers or utility companies.

### **Tenant**

The tenant is the individual who occupies the land rented from a landlord.

### **Tenure**

Tenure is the name given to the legal regime in which real property (for example, land) is held or occupied.

### **Trust**

A Trust is either an agreement by one party to hold ownership of the land for another party, or a trust can be a non-profit organization that either purchases and owns the land outright or purchases conservation easements to protect the land for conservational purposes.

### **Water Rights (not on questionnaire)**

Water Rights are the right of a user to use water from a source. Sometimes water rights treat surface and sub-surface water rights the same, and in other situations and locations, water rights treat surface and sub-surface water use rights differently. Some water rights are based on land ownership, but often times, water rights are separate from land ownership rights.

### **Wind Rights**

Wind Rights are the rights to use land to capture wind energy from the air (wind) above. A landowner's property can be thought of as a bundle of rights, including the surface, subsurface, and the air above the property. However, these rights can be separated through sale or lease. Wind rights typically allow the installation of one or more wind turbines and access to the equipment via a road. Wind rights are most often sold or leased to developers or utility companies. Examples of other property rights which can be separated include, development, mineral, and recreational rights. These rights all represent a portion of the land's total value.

## Chapter 3 - Survey Procedures

### General

This chapter describes materials and procedures for conducting interviews, guidelines for completing questionnaires, and instructions for turning in completed work. The NASDA Enumerator Handbook covers administrative matters. The handbook is available at:

<https://www.nasda.org/?s=NASDA+Enumerator+Handbook>

### Survey Materials

**You may receive the following from your Regional Field Office:**

- Copies of pre-survey publicity materials mailed to each respondent
- Blank questionnaires with labels identifying assigned landowner
- Extra questionnaires without labels
- Envelopes for mailing completed questionnaires

**You should already have these items on hand:**

- Interviewer's Manual (found on NASDA.org)
- iPad
- iPad Charger
- Highway and street maps
- Black lead pencils
- Name tag
- NASDA Identification Card
- NASDA Enumerator Handbook
- Calculator

## Supervision and Quality Control

Your supervisor may set up an appointment to meet with you early in the survey. This visit will help you get off to a good start by spending time reviewing a few of your completed interviews. Hold all your completed work until this review takes place unless your supervisor tells you to do otherwise.

## Planning Your Work

The landowner's name and/or landowner legal entity's name, mailing address, and ID number are on the questionnaire label and/or CAPI assignment listing. The Field Office may provide other information, either on the label, CAPI system, or on a separate form that might be helpful to you in finding the selected landlord.

It is suggested you map the locations of your assignment to work efficiently. This can be done in CAPI or by marking the location of each landowner assigned to you on a highway map before you start to interview. Show the location by a small circle with the ID number written beside it. Use the map to plan your daily travel; this will help keep travel expenses down and save time.

You may need to ask the Post Office or Farm Service Agency employees for directions to some landlords. Try to do this early in the survey so you can work efficiently with your entire assignment. Tell your supervisor about any landowners whose home or office you cannot find.

## Interview and Call Back Procedures

Interview the landowner, if possible, because information collected from other people may be less accurate. If the landowner says someone else is more knowledgeable, interview that person.

Generally, you can contact the landowner and complete the interview on the first attempt; but occasionally, you may need to make one or more callbacks. Plan each follow-up attempt to arrive at a different time of day. The following instructions are a guide.

### 1. First Attempt

If the landowner is not present but is expected shortly, wait for the interview. If the landowner is extremely busy, set up an appointment. It is very important to keep the appointment or call back if it cannot be kept.

Make notes of observations or any information learned while trying to contact the landowner. This information will be useful if you are unable to contact the

landowner on a later visit.

If the landowner is not available until after the survey is over, interview a well-informed person such as the spouse, partner, adult child, or other. Try to interview the person most knowledgeable.

## **2. Second Attempt**

If a second attempt is required, try again to interview the landowner by setting up an appointment.

After completing each interview, be sure to review the questionnaire while the interview is still fresh in your mind. Make sure you recorded all answers correctly and the questionnaire is complete. Check your calculations. Make sure all notes are clear.

## **Respondent Burden**

You will reduce the burden on the respondent if you are thoroughly familiar with the questionnaire and instructions. Pay close attention to skip instructions in the questionnaire to avoid asking questions that are not needed. When skip instructions are not printed after an item, you will continue with the next item.

Also, be aware of the estimate of average completion time in the Burden Statement. The estimated average completion time is based on experience with previous TOTAL surveys, pretest, and the judgments of NASS and the Office of Management and Budget (OMB). OMB is an agency that approves all surveys conducted by the Federal government. The expected average interview length for the TOTAL Survey is 30 minutes. The burden statement is printed on the face page of the questionnaire.

Respondents often ask, “How long will this survey take?” Enumerators should note the burden statement average time requirement and never directly contradict it. However, enumerators may provide additional information such as:

“The official average for this survey is 30 minutes but interviews I have been conducting in this area are averaging around 20-25 minutes.”

## Refusals

Most people you contact cooperate and furnish the needed information. The TOTAL Survey is required by law. However, there are always a few people who are reluctant to provide information. It is important to be courteous and friendly. Make a diligent effort to obtain the respondent's cooperation by explaining the purpose of the survey, confidentiality of the data, and the need for accurate agricultural statistics. The NASDA Employee Handbook explains why reports issued from these surveys are important and suggests ways the respondent might use the reports to make decisions.

If a respondent refuses to report, note it on the questionnaire and proceed to the next respondent.

**Important:** Do not spy or deceptively try to obtain data, as this can hurt cooperation with other respondents in the area. Do not interview other family members or other people associated with the land after the landlord has refused.

Don't become discouraged if you get a refusal. Some people won't talk to anyone, and experience tells us most refusals are from respondents caught at a bad time for a survey or interview. On your next interview, continue to meet people with ease and friendliness.

## Computer Assisted Personal Interview (CAPI)

The Computer Assisted Personal Interview (CAPI) is used to collect respondents' data utilizing your iPad. CAPI will be used for the 2024 TOTAL Survey data collection.

## Questionnaire

There is only one questionnaire version. Sections of the questionnaire are identified by number and title. For example, Section 1 is "Land ownership." Chapter 5 of this manual discusses the questionnaire sections.

## Completing the Questionnaire

Make all entries clear and easy to read. The TOTAL questionnaire is designed for mail data collection. The electronic version of the questionnaire, which is available to the respondents via [www.agcounts.usda.gov](http://www.agcounts.usda.gov) and on the CAPI instruments will have a slightly different look and flow, but the content will be the same.



### Boxes or Entry Cells (item code boxes)

Answers must be written entirely within the box or space provided (including YES and NO check boxes) and properly located in relation to preprinted decimals and zeros. If the answer to a question is NONE, check the “None” box. A zero may be mistaken for a “6.” Write all numbers clearly so a 3 and 5 are not confused, or a 1 and a 7 are not confused.

### Respondent/Enumerator Instructions

Since the questionnaire is designed to be self-administered, it is necessary to provide the respondents with instructions throughout the questionnaire. It is important that the respondent is made aware of these instructions. Here are a few examples:

1. Statements sometimes are used at the beginning of a section that include definitions and instructions about the next questions. The respondent must be made aware of this information.

#### **SECTION 10** LANDOWNER INFORMATION

This section refers to the principal landlord and their household. If the majority of the total owned acres rented out in **NORTH CAROLINA** in 2024 were owned as a partnership or legal entity, report for the senior partner.

2. Prompts, "includes and excludes," and other instructions for respondents help you and the respondent when a question arises as to the intent or meaning of the question. Read these when needed to clarify the meaning of the question.

b. Cropland (INCLUDE hay acres and cropland in government programs.) . . . . .

c. Pastureland (INCLUDE cropland pasture, woodland pasture, other pasture and rangeland, and pastureland in government programs.) . . . . .

3. Always ask the next question, unless instructed to do otherwise with a skip instruction.

3. Was any of this land in **NORTH CAROLINA** rented to others as part of a farm or ranch operation? INCLUDE cash rent, crop share, hybrid, rent free, or lease agreements.

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1  Yes - Continue

3  No - Go to Section 11

4. Any notes you provide should be made outside of the answer cell.

### Acreage Entries

All entries should be in whole acres except where it is designated to report to the nearest tenth of an acre.

#### Yes / No Check Boxes

If the respondent doesn't know if the answer is YES or NO, then record DK (don't know) next to the code box. If the respondent refuses to answer, then record "REFUSED" in notes outside the box. Most check boxes have a "GO TO" instruction associated with either the YES or NO answer. However, if there is no "GO TO" instruction, then continue to the next question.

1. Did you have any expenses for the total owned acres rented out in **NORTH CAROLINA** in 2024?

<sup>3700</sup> 1  Yes - Continue                      3  No - Go to Section 9

## Completed Questionnaires

Turn in your completed questionnaires according to the instructions you received from your supervisor and Regional Field Office.

## Chapter 4 - Screening

### Face Page

#### Introduction

Before beginning data collection, develop an introduction you are comfortable using. In the introduction, include who you are, whom you represent, and the purpose of the visit. You should be familiar with the information in Chapter One of this manual.

Most landowners have already been informed about the TOTAL survey through the pre-survey letter.

When making your introduction, remind the respondent that data they report will be kept strictly confidential. All information they provide will only be used to make state, regional, and national estimates.

Be prepared to answer questions the respondent may have about the purpose of the survey.

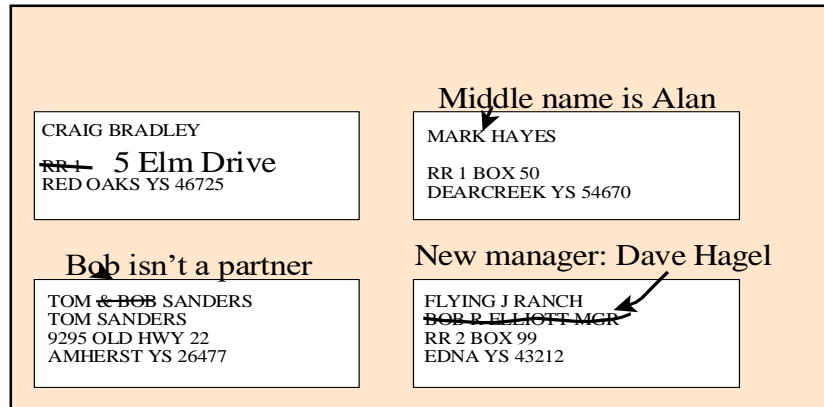
### Identifying the Sampled Landowner

TOTAL – Landlord Only survey is unique to almost all other surveys that NASS administers. The target sampled population comes from a list of names and institutions that own agricultural land, but do not make day to day decisions for a farm or ranch. It is important that you are completing the questionnaire for the correct name or legal entity on the label. More information will be provided in chapter 5 with identifying the correct person or legal entity and determining if respondent is in scope for the survey.

## Target Landlord and Address Verification

All questionnaires will have one label. The first thing you will do is verify the name and address for the target name.

Examples of common corrections are:



If using CAPI, these corrections can be made on the address confirmation screens.

## Chapter 5 - Completing the Questionnaire

### Overview

This section contains question-by-question instructions for every item in every section of the questionnaire.

### General Instructions

The 2024 TOTAL Survey is designed as a mailout/mail back survey. Therefore, most of the instructions for answering the questionnaire are contained on the questionnaire itself. Most of what an enumerator will need to know can be learned by reviewing the questionnaire. Instructions in this manual will provide more detail than is contained on the questionnaire to help the enumerator in dealing with unique situations not addressed on the questionnaire.

Please remember to check the “None” boxes where applicable, as this will aid in the review process.

Please note the need for consistency across items. For example, the sum of acres for land uses (Section 2 Question 1f) should match acres rented out (Section 1 Question 6). The need for these consistencies will be noted throughout the manual.

It is possible you may be assigned a landowner who did not rent land to others in 2024, made day to day decisions for a farm or ranch, or have another situation that doesn't qualify to complete the survey. If this happens, follow the skip instructions in Section 1 and you will be led to the conclusion.

### Section 1 – Land Ownership

Section 1 helps determine if the respondent is reporting for a person, people or a legal entity. Section 1 also screens to determine if the respondent is in scope or out of scope. A respondent is in scope if they have ownership interest in agricultural land in the given state, rented that land out, and did not operate a farm or ranch. There are cases in this survey where the person, people or legal entity on the label does not live in the same state as the land in question. The state that TOTAL is targeting is based on the state FIPS associated with the record.

#### Item 1: Legal Entity

If the mailing label has a name of a farm, ranch, company, corporation, trust, LCC, LPP, or any other “legal entity” that is not a person or people, the rest of the form is completed for the legal entity. If only a person or people is listed on the label,

complete the form for the person or people listed on the mailing label.

### Item 2-4: Screening

Item 2-4 serves as screeners to determine if the person or legal entity is in scope or out of scope. A person or legal entity is in scope if they have ownership interest in land in the given state, rented that land out, and did not operate a farm or ranch. For each item follow the instructions based on if the answer is “yes” or “no.”

### Item 5: Land Owned

Record all acre for which the person or legal entity has ownership interest. **For example**, a respondent has 50% interest in 100 acres and their sibling has the other 50%. The respondent would report 100 acres. Record to the whole acre.

**INCLUDE:**

Cropland, the farmstead, government program land, idle land, orchards, pastureland, wasteland, wetland and woodland

**EXCLUDE:**

Residential and other non-agricultural acres

### Item 6: Land Rented Out

Item 6 will be less than or equal to the previous question (item 5). Record the number of acres, to the whole acre, that are rented to others.

**INCLUDE:**

Cash rent, crop share, hybrid, leased, and rent free agreements

### Item 7: Land Ownership Type

Choose the categories that best represent the acres owned and rented out. If there are acres reported in 7e, please specify the type of ownership. Multiple categories can have acres reported, but only account for acres once. Only report acres in 7c if more than 50% of the legal entity's stockholders or stakeholders are related. The sum of 7a – 7e should equal the acres recorded in item 6.

### Item 8: Number of Owners

Record the number of owners, including person responding, with an ownership interest in the land. Item 8a will be marked for all responses. If there is only one owner, mark “Not applicable, there was only one owner.”

## Section 2 – Acres and Use

Section 2 collects information on the total owned acres of agricultural land that the respondent rented out in the given state. Land information collected in the section will be on land uses, enrollment in specific government programs, and land rights sold or leased to others.

### Item 1: Land Uses

#### Item 1a: Orchard/Vineyards

Include trees in orchards and vines in vineyards. Exclude uncultivated acreage in timber – this should be recorded in 1d.

#### Item 1b: Cropland

Cropland is any tillable land currently in crop production or land that has previously been tilled and used for crops and could be tilled again without additional improvements.

INCLUDE:

- Land in summer fallow.
- Idle cropland (no crops planted or harvested in current year).
- Cropland diverted for government programs (including CRP), unless the land is planted to trees.
- Vegetables, melon crops, and other specialty food crops.
- Nursery crops, turf grass, Christmas trees and sod.
- Land in hay crops, exclude wild hay.

EXCLUDE:

- Pasture and rangeland that has never been tilled.
- Wild hay land. Although this is considered a crop, wild grasses cut for hay should not be included in acres of cropland.
- Government program acres planted to trees. These acres are woodland.
- Woodland and wasteland.

#### Item 1c: Pastureland

Record the number of acres in permanent pasture, woodland pasture, other pasture including cropland pasture and rangeland and government programs involving pasture land.

INCLUDE:

- 1) Permanent grass and rangeland not in regular crop-pasture rotation.
- 2) Open grassland, brush land, and browse.

- 3) Pasture and rangeland that has never been tilled.

EXCLUDE:

- 1) Pasture acreage in crop rotation, such as cropland planted to grass.
- 2) Small grains pastured.
- 3) Land harvested or to be harvested for hay crops.
- 4) Woodland having no grazing potential should be recorded as Forest/woodland - Not Pastured

### **Item 1d: Forest/woodland**

Woodland is defined as all wood lots or timber tracts, natural or planted.

INCLUDE:

- 1) Land covered primarily with trees.
- 2) Land diverted to Government programs planted to trees (including CRP).
- 3) Timberland to be harvested for lumber or pulp wood.
- 4) Abandoned fruit orchards, groves, and nut trees.
- 5) Native acres of maple trees which may be tapped for maple syrup.

EXCLUDE:

- 1) Land with trees or brush used primarily for livestock grazing if the respondent considers it pasture. Record as pasture.
- 2) Cropland or pasture.
- 3) Bearing orchards, groves, nut trees, and Christmas trees.
- 4) Clear cut land.

### **Item 1e: Other**

Other acres would be the remaining owned acres of agricultural land that the respondent rented out in the given state. Including, but not limited to farmsteads, buildings, livestock facilities, ponds, roads, ditches, and wasteland.

### **Item 1f: Total**

Item 1f will be the sum of items 1a + 1b + 1c + 1d + 1e. They should also equal item 6, in section 1

## **Item 2: Government Programs**

### **Item 2a: Conservation Program**

Of the total owned acres rented out in the given state, record the number of acres in government conservation programs.

Include acres enrolled in:

- 1) Environmental Quality Incentive Program (EQIP)
- 2) Conservation Stewardship Program (CSP)
- 3) Any another government conservation program

Exclude acres enrolled in:

- 1) Conservation Reserve Program (CRP)



### **Item 2b: Conservation Easements**

Of the total owned acres rented out in the given state, record the number of acres under conservation easement. Easements against non-agricultural development, draining wetlands, tilling grassland for crop production, etc. Some of the program names include:

- 1) Wetland Reserve Easement (WRE)
- 2) Agricultural Land Easement (ALE)

### **Item 3: Sold Rights**

Record whether oil and gas, mineral, development, recreational, or other rights to resources have been sold from owned acres. Indicate the number of acres included in the sale of those rights and record the year the rights were sold.

### **Item 4: Leased Rights**

Record whether oil and gas, mineral, solar, wind, recreational, or other rights to resources have been leased from owned acres. Indicate the number of acres included in the leasing of those rights and record the first year of the lease agreement.

## **Section 3 – Rental Agreements**

Section 3 collects information on the number of tenants, types of rental arrangements, as well as who made the management decisions for selected practices. We do not consider someone a tenant if they are renting or leasing the acreage, or rights to the acreage, for any purpose other than agriculture. For example, if someone is leasing hunting rights, they should not be listed as a tenant.

### **Item 1: Number of Tenants**

Record the total number of tenants the respondent had in 2024. Tenants that have multiple leased locations or multiple contracts from the same respondent should only be recorded once. Include tenants that are renting owned and non-owned land from the respondent.

### **Item 2: Rental Characteristics**

Record the following information for up to three tenants the respondent rented owned land to in 2024. If the respondent had more than three tenants, report for the three that rented the most acres from respondent in 2024. Exclude out-of-state tenants unless their rented in-state land still justifies the tenant as one of the 3 largest for the landlord. If three or fewer tenants exist all tenants should be accounted for from item 1. Include tenants that are renting owned and nonowned land from the respondent.

### **Item 2a: Acres**

If three or fewer tenants are recorded in question 1, the sum of acres in question 2a must equal total owned acres rented out. If more than three tenants are reported, the sum of the columns in question 2a must be less than the total owned acres rented out.

### **Item 2b: Years**

Record the number of years respondent a rented land to the tenant.

### **Item 2c: Type of Rental Agreement**

Record the type of rental agreement for each tenant. Chose only one. If there are multiple types of rental agreements for a single tenant, record the rental agreement type that represents the most acres.

### **Item 2d: Tenant**

Check “yes” or “no” on if the tenant is related to respondent or another owner of the land.

### **Item 2e: Written Agreement**

Check “yes” or “no” on if there is a written rental agreement. If there is a written agreement on only part of the acres for a single tenant, check “yes.”

### **Item 2f: Payment Adjustment**

Check “yes” or “no” on if the rental agreement allows payments to be adjusted due to exceptional or unusual conditions.

### **Item 2g: Renewal**

Check the box the represents how often rental agreements are renewed. If there are multiple renewal lengths for a single tenant, record the shortest renewal timeframe.

### **Item 2h: County**

Check “yes” or “no” on if the respondent lives in the same county as the majority of the land rented to the tenant.

## **Item 3: Management Decisions**

Record for all the total owned acres rented out in the given state on who makes management decisions during the year for each practice. For each of the practices, check only one box. In the situation where respondent has multiple

tenant agreements, for each practice report the code that applies to the majority of rented acres. If there are specific management decisions that are not made on the land, mark “N/A.” For example, mark “N/A” on item d if all the total owned acres rented out are pastureland and harvesting decisions are never required.

## Section 4 – Land Acquisition History

Section 4 collects information on how many acres have been acquired by different methods and in what year. The section also collects information on land that was purchased as a like-kind exchange.

### Item 1: Acres and Year Acquired

Report for total owned acres rented out in the given state the number of acres acquired by each method and the year. The sum of the acres in question 1 should not be greater than the total owned acres rented out in the given state. Record in whole acres. If land in a certain category was acquired over multiple years, record the most recent year land was acquired. Relatives include all family members associated by blood, marriage, or adoption.

### Item 2: Like-Kind Exchange

Check “yes” or “no” on if any of the land purchased in item 1 was purchased as a like-kind exchange. A like-kind exchange (also known as a 1031) allows capital gains taxes to be deferred on investment property that is sold so long as another “like-kind” purchase is made.

### Item 2a: Acres and Time Frame

For each of the time periods, record the number of acres that were purchased as a like-kind exchange. Round to the nearest whole acre.

## Section 5 – Future Plans for Agricultural Land

Section 5 collections information on the future plans for the total land owned and rented out in the given state. All respondents may not know their exact plans so ask them to report their intentions for the land in the future.

### Item 1: Will

Check “yes” or “no” on if respondent plans to transfer land to beneficiaries through a will.

### **Item 1a: Acres**

Record how many acres the respondent plans to leave to beneficiaries through a will. Round to the nearest whole acre.

### **Item 1b: Time Frame**

Record if the respondent has already written the acres into a will or when they plan to write these acres into a will. Check all that apply.

### **Item 2: Sell**

Check “yes” or “no” on if the respondent plans to sell any of the land at any point in the future.

### **Item 2a: Sell to Relative and Time Frame**

Record how many acres respondent plans to sell to a relative. Round to the nearest whole acre.

#### **Item 2ai:**

Check the boxes that best describe when the respondent plans to sell land to relative.

### **Item 2b: Sell to Non-Relative and Time Frame**

Record how many acres respondent plans to sell to a non-relative. Round to the nearest whole acre.

#### **Item 2bi:**

Check the boxes that best describe when the respondent plans to sell land to non-relative.

### **Item 3: Trust**

Check “yes” or “no” on if the respondent plans to transfer land to another party through a trust.

### **Item 3a: Acres**

Record how many acres the respondent plans to transfer through a trust. Round to the nearest whole acre.

### **Item 3b: Time Frame**

Check the boxes that best describes when the respondent plans to place acres in a trust or if the land is already in a trust. Check all that apply.

### **Item 4: Gift or Donate**

Check “yes” or “no” on if the respondent plans to gift or donate the land.

#### **Item 4a: Acres**

Record how many acres the respondent plans gift or donate. Round to the nearest whole acre.

#### **Item 4b: Time Frame**

Check the boxes that best describe when the respondent plans to gift or donate the land. Check all that apply.

### **Item 5: Other**

Check “yes” or “no” on if the respondent plans to transfer land to another person in any other way. In the space provided, specify.

#### **Item 5a: Acres**

Record how many acres the respondent plans to transfer in any other way. Round to the nearest whole acre.

## **Section 6 – Landlord Farm Income**

Section 6 collects information on farm income for the total owned acres rented out in the given state. Round to the nearest whole dollar for all responses that ask for dollars.

### **Item 1: Cash Rent Received**

Record total dollars received. Include rent for land and building. Record the total cash rent received during the year, for all land rented to others for cash.

INCLUDE:

- 1) Rent owed to the operation for a previous year received during the reference year. Any rent received in advance for a later year should also be included.
- 2) Government payments received in association with these acres.
- 3) For privately owned land administered by a Public, Industrial, or Grazing Association agency as part of a range grazing unit on a fee-per-head or AUM basis through exchange-of-use, include the value of AUMs administered by BLM under exchange for use.

EXCLUDE:

- 1) Government payments received by the tenant in association with these

acres.

- 2) The income received from cell phone towers, underground pipelines, roadways, etc. should be included in Section 6 Item 3d.
- 3) The income received from windmills, wind turbines, oil wells, etc. should be included in Section 6 Item 3c.

## **Item 2: Share Rented**

Item 2 questions will be for the total owned acres rented out in the give state that were share rented to others.

### **Item 2a: Crop or Livestock Share Received**

Record the total value of the crop or livestock shares received in 2024.

### **Item 2b: Owed to You**

Record what is still owned to the respondent, on December 31, 2024, for all commodities produced, sold, delivered, or removed in 2024 and previous years.

## **Item 3: Farm Income**

Item 3 questions are questions about farm income that has not been reported yet for the total owned acres rented out in the given state in 2024.

### **Item 3a: Government Payments**

Record government payments other than insurance indemnities.

### **Item 3b: Federal Insurance Indemnities**

Record federal crop and livestock insurance indemnities.

### **Item 3c: Energy Royalty and Lease Payments**

If energy royalty and lease payments were record, the respondent should have also reported acres in Section 2 item 4.

### **Item 3d: Other**

Record any other income related to the owned acres rented out in 2024.

## **Item 4: Sale of Farmland**

For the small number of landlords with farmland sales, the proceeds from such sales can make an important contribution to the cash available for investment or consumption purposes. Report the net proceeds for the sales of farmland or any other real estate for acres that were part of the operation on January 1.

**Example:**

A landlord owned two sections of land and partitioned off and sold one section of unimproved (no buildings or other improvements) land for \$640,000. The land had a mortgage of \$200,000 at the time of sale. At settlement, (ignoring real estate commissions and other closing costs) the entire mortgage was paid off and the landlord received a check for \$440,000. Enter \$440,000 for item 4. Had half the mortgage been paid, then the landlord would have received a check for \$540,000, reported here as proceeds.

Include proceeds received from selling an easement (i.e., a permanent or long-term (30-year) easement for the sale of development rights, cropping rights, etc.) or other partial interest in land. Generally, an easement permanently restricts use of the land, and the landowner typically receives payment in one lump sum.

**Item 4a: Gains or Loses**

If farmland and farm real estate sales are reported in Item 4, record the recognized gain or loss from the sales. Record a loss as a negative number. Include gains or losses from selling an easement (i.e., a permanent or long-term (30-year) easement, sale of development rights, mineral rights, cropping rights, etc.) or other partial interest in land.

**Item 4b: Acres Sold**

If farmland and farm real estate sales are reported in Item 4, record the total number of acres sold or acres where one or more ‘right’ was sold.

**Section 7 – Landlord Farm Assets**

Section 7 collects information on all assets related to the total owned acres rented out in the given state. Exclude tenant’s share of any assets. Record all values as of December 31, 2024, and round to the nearest whole dollars.

**Item 1: Real Estate-Related Assets**

Record landlord’s best estimate for all real estate-related assets related to the total owned acres rented out in the category that best describes the asset below.

**Item 1a: Tenant Dwelling**

Record the market value of tenants dwelling, if the dwelling is part of the respondent’s total owned acres rented out in the given state. If the respondent cannot give you an estimate of current market value, probe to get values of similar houses, or get the replacement value listed for insurance purposes.

### **Item 1b: All Other Dwellings**

Record the value of all other dwellings that are a part of the respondent's total owned acres rented out in the given state.

### **Item 1c: All Other Farm Buildings**

Record the value of all other farm buildings that are a part of the respondent's total owned acres rented out in the given state. INCLUDE barns, cribs, grain bins, greenhouses, silos, storage sheds, fences, corrals, etc.

### **Item 1d: Orchard Trees and Vines**

Record the value of orchards trees and vines that are a part of the respondent's total owned acres rented out in the given state. INCLUDE nursery trees and trees grown for woody crops.

### **Item 1e: Oil, Gas, and Mineral Rights**

Record the value of oil, gas, and mineral rights that are a part of the respondent's total owned acres rented out in the given state.

### **Item 1f: Land**

Record the value of all land that is a part of the respondent's total owned acres rented out in the given state. EXCLUDE houses, buildings, orchard trees and vines, and trees grown for woody crops.

## **Item 2: Agricultural and Operational Assets**

Record all agricultural and operational assets related to the total owned acres rented out in the category that best describes the asset below.

### **Item 2a: Crops Owned**

Record the respondent's value of all crops owned and stored on and off the farm. INCLUDE all grains, oilseeds, specialty crops, hay, silage, and nursery/greenhouse products not in the ground. EXCLUDE trees, vines, and crops under CCC loans.

### **Item 2b: Livestock and Poultry**

Record the respondents value of livestock and poultry. Consider number of head, weight, and market price. EXCLUDE livestock owned by someone else.

### **Item 2c: Production Inputs**

Record the respondents value of production inputs purchased and on hand such as feed, seed, fertilizers, chemicals, fuels, parts, and other supplies.



### **Item 2d: Landlord Shares or Autos and Trucks**

Record the value of the respondent's share of autos and trucks owned by the landlord and used by the tenant.

### **Item 2e: Tractors, Machinery, Equipment and Tools**

Record the value of the respondent's share of tractors, machinery, equipment and tools owned by the landlord and used by the tenant.

### **Item 2f: Other Assets**

Record the respondents value of all other assets associated with the total owned acres rented out. INCLUDE cash rental payments owed and money in checking accounts dedicated to financial transactions associated with renting land. EXCLUDE the value of share rent owed to you, which is reported in Section 6, Item 2b.

## **Section 8 – Landlord Expenses**

Section 8 will collect information on landlord expenses associated with the total owned acres rented out in the given state. Round expenses to the nearest whole dollar.

### **Item 1: Expenses**

Check “yes” or “no” on if the respondent has any expenses for the total owned acres rented out in the given state.

### **Item 2: Dollars Spent**

Record the expense in the category below that best describes the expense. EXCLUDE tenant's share of any expenses and any expenses repaid by the tenant as a part of their lease agreement. Round to the nearest whole dollar.

### **Item 2a: Land Purchased**

Record expenses for purchasing land in 2024.

### **Item 2b: Land Improvements**

Record expenses spent on land improvements, building additions, and new construction including drainage tile, irrigation systems, fencing, and any other.

### **Item 2c: Repairs and Maintenance**

Record expenses spent on repair and maintenance on land or equipment owned by respondent or tenants.

### **Item 2d: Machinery or Equipment**

Record expenses spent on purchasing, renting, or leasing machinery or equipment.

### **Item 2e: Cost of Rights**

Record expenses associated with the cost of rights to use energy, minerals, water, or other resources.

### **Item 2f: Wages**

Record wages paid for activities associated with the total owned acres rented out.

### **Item 2g: Taxes on Wages**

Record taxes on wages paid for activities associated with the total owned acres rented out.

### **Item 2h: Property Tax**

Expect to record property taxes paid on the total owned acres rented out. There could be rare occasions where property taxes are paid by someone else, or land is exempt from taxes.

### **Item 2i: Other Taxes**

Record other taxes paid on the total owned acres rented out.

### **Item 2j: Interest and Other Fees for Debts**

If there is a value reported here, expect to see debt reported in section 9.

### **Item 2k: Agricultural Expenses**

Record agricultural expenses such as inputs, fertilizers, chemicals, fuels, livestock, etc. associated with the total owned acres rented out.

### **Item 2l: Insurance**

Record expenses on insurance associated with the total owned acres rented out.

### **Item 2m: Other Expenses**

Record other expenses, that are not record in any other category, associated with the total owned acres rented out.

## Section 9 – Landlord Farm Debt

Section 9 will collection information on landlord’s farm debt associated with the landlords total owned acres rented out in the given state.

### Item 1: Acres

For item 1a and 1b, record acres to the nearest whole acre.

#### Item 1a: Fully Paid For

Record the number of acres purchased under mortgage or acquired under other financial arrangements that were fully paid for and rented or leased to others in 2024. Include acres that were inherited or received as a gift and are fully owned and then rented out.

#### Item 1b: Not Fully Paid For

Record the number of acres purchased under mortgage or acquired under other financial arrangements rented or leased to others in 2024, which were NOT fully paid for as of Dec 31, 2024. These acres would correspond to dollars reported in Item 2. Exclude acres that were inherited or received as a gift from another entity and then rented out unless a debt was inherited with the land.

### Item 2: Debt by Lender

For 2a-2g record debts, associated with the acres owned and rented out, in the category that best describes the lender. Record to the nearest whole dollar. For each category that has a debt, check the box that best describes how the debt was secured. If there is debt record, expect interest paid on debt recorded in section 8 question 2j.

## Section 10 – Landlord Information

Section 10 refers to the principal landlord and their household. If the majority of the total owned acres rented out in the given state were owned as partnership or legal entity, report for the senior partner.

### Item 1: Landlord’s Age

Record the principal landlord’s age.

### Item 2: Landlord’s Sex

Check the box corresponding to the principal landlord’s sex.

### **Item 3: Landlord Spouse**

Check “yes” or “no” on if the principal landlord has a spouse.

### **Item 4: Race and Ethnicity**

Check the box(es) that best describe the principal landlord’s race and/or ethnicity.

### **Item 5: Landlord’s Education**

Check the box representing the highest level of school completed by the respondent. Vocational school, secretarial school, etc. should not be counted as formal education unless the credits can be transferred to a college or university. Respondents holding a B.S. or B.A. degree are considered a 4-year college graduate and should be coded “4”. An associate degree should be coded as a “3”.

### **Item 6: Landlord’s Work**

Check the box that best describes which occupation the principal landlord spends the majority (50 percent or more) of their work time in 2024.

### **Item 7: Retired from Farming/Ranching**

Check a box on whether the principal landlord considers themselves retired from farming.

### **Item 8: Percent of Rental Income**

Record the percent of the rental income (whether profit or loss) the principal landlord and their household are entitled to receive from the total owned acres rented out in the given state in 2024.

### **Item 9: Living in Household**

Record how many persons live in the principal landlord’s household. INCLUDE the landlord, their spouse, their children, and others living in their household.

### **Item 10: Household Total Income**

For item 10a & 10b record values to the nearest whole dollar.

#### **Item 10a: Wages and Salaries**

Record the total wages and salaries the principal landlord and their family received in 2024. EXCLUDE income from renting out land in 2024

### **Item 10b: Other Income**

Record any other income the principal and landlord and their family received in 2024. INCLUDE income from operating another business, private pensions or public sources, and dividends and interests. EXCLUDE income from renting out land in 2024.

### **Item 11: Household Assets**

Record the value of all house assets owned by the principal landlord and their household on December 31, 2024. EXCLUDE assets associated with the total owned acres rented out in the given state in 2024. Record to the nearest whole dollar.

### **Item 12: Household Debt**

Record the value of all debt held by the principal landlord and their household on December 31, 2024. EXCLUDE debt associated with the total owned acres rented out in the given state in 2024. Report to the nearest whole dollar.

### **Item 13: Percent of Income from Agriculture**

Record the percentage of the principal landlord's total income was from the sale of agricultural products and/or rental income from the total owned acres rented out in the given state in 2024.

### **Item 14: Business Activities or Interests**

If the landlord has any other business activities or interests other than that of agricultural landlord check "yes" and continue. Otherwise check "no" and go to section 11.

### **Item 15: Type of Activities**

If the principal landlord engages in any business activities or interest, check the appropriate box that most aligns with the activity or interest.

## **Section 11 – Conclusion**

### **Item 1: Survey Publication**

After completing the interview, provide the respondent with the internet location of the survey results.

[https://www.nass.usda.gov/Surveys/Guide\\_to\\_NASS\\_Surveys/](https://www.nass.usda.gov/Surveys/Guide_to_NASS_Surveys/)

The respondent can also receive the report by email free of charge direct to their email. If the respondent would like to receive the results by email, write down the email address the respondent would like the results sent.

The survey results will be released on October 31, 2025.

## **Item 2: Respondent information**

Record the respondent names, phone, and the date the questionnaire was completed. If the interview took multiple contacts, record the latest date.

## **Administrative – Office Use**

### **Response Code**

Upon completion of the interview, enter the response code in cell 9901 on the back page of the questionnaire. Response codes are:

Code 1 - Complete: The questionnaire is complete, including questionnaires for respondents out of scope.

Code 2 - Refusal: The respondent refused to cooperate or grant an interview.

Code 3 - Inaccessible / Incomplete: The respondent was not available throughout the survey period (inaccessible). You will also use code 3 if the respondent gave an interview but could not or would not answer a lot of the questions (incomplete questionnaire).

### **Respondent Code**

The respondent code identifies the person who was interviewed. Enter the code identifying the person who provided most of the data in cell 9902.

Code 1 = Operator or Manager

Code 2 = Operator's Spouse

Code 3 = Accountant or Bookkeeper

Code 4 = Partner

Code 9 = Someone Other than Code 1, 2, 3, or 4

## Mode Code

The mode code identifies how the person was interviewed.

Code 1	=	PASI – Personal Assisted Self Interview (Mail)
Code 2	=	PATI – Personal Assisted Telephone Interview (Telephone)
Code 3	=	Face-to-Face

## Enumerator Name

Sign the questionnaire and record your enumerator ID number in cell 9998.

## Optional Use

Item codes 9907, 9908, 9901, and 9916 are reserved for your Regional Field office use. These cells should remain blank unless your Regional Field office directs you otherwise.

Review the entire questionnaire before forwarding it to your supervisor. Make sure all items are complete, including 'Yes' and 'No' boxes checked, and dashes are entered in cells when the response is 'None' or 'No' as appropriate. Make sure notes are present and complete for unusual situations.