

11-12-2025 message from : MDARD-WaterUseReporting <MDARD-WaterUseReporting@michigan.gov>

Water Use Reporting – Information Needed to Report for 2025

Program Contact: [Abigail Eaton](#), Water Use Specialist

Dear Water User:

It is time to submit your Water Use Report for the 2025 season to the Michigan Department of Agriculture and Rural Development (MDARD). The State of Michigan has implemented changes to the web-based Water Use Reporting (WUR) system that requires additional action on your part.

The Water Use Reporting (WUR) system has moved from the MiLogin for Citizens portal to the MiLogin for Business portal (<https://milogintp.michigan.gov>). This transition requires users to have or to create a MiLogin for Business account. Users will no longer be able to access the WUR system via the MiLogin for Citizens portal.

To make this transition as seamless as possible, MDARD has assigned a MiLogin for Business User ID to all current users of the WUR system. Please use this to create your account.

Your MiLogin User ID is:

If, however, you already have an established MiLogin for Business account that is not reflected in this assigned User ID, please send your MiLogin for Business User ID to MDARD at mdard-waterusereporting@michigan.gov before requesting access to WUR. This is important. MDARD will defer to your existing User ID for your MiLogin for Business account. This will reduce duplication and ensure your existing business account is linked to your WUR data history correctly.

Once you have created your account, you will request access to the WUR system. To do so, please click “Discover Online Services” from your MiLogin for Business Home Page and select “Michigan Department of Agriculture and Rural Development” and then Water Use Reporting. You will be notified once your access is approved.

When entering WUR for the first time, please check your Contact Information and update it if needed. You can then start your report by clicking on Enter Data for the applicable year. Workflow instructions will provide guidance and prompt for required information to complete your report.

Consultants, technicians and others who provide a reporting service on behalf of more than one farm entity not under your personal operation or management:

You should use one MILogin for Business account to report for all of your clients. The new reporting system will allow you to generate, submit and print separate reports for each of your separate clients under your single account. If you desire this option, you *must select the “Consultant” option when you set up your contact information in this account initially.*

Please note that a consultant is different from a single operation/ manager that may be leasing and reporting multiple farms and/or pumps, where it is assumed the conservation practices are the same across the entire farm operation. In this, the majority of cases, you will not select the consultant option.

FEATURES AND TIPS

The new WUR system can be accessed through all common web browsers, including Safari. It should also scale as appropriate to use with cell phones and tablets.

As a reminder, you must have both Water Volume and a Water Use Purpose(s) saved, for each pump.

“*Water Use Purpose*” is the type of crop and acreage, or livestock or other purpose, for which your water pump was used.

You will not need to enter a water use purpose when selecting “Active but not used this year”. Save after all pump entries.

Report using Acre-Inches

You have the option of reporting monthly water volumes in acre-inches of gallons. If you would like to do the conversion yourself, one acre-inch equals 27,154 gallons.

Previewing a report in progress

You may preview your report at any time during data entry. Unsubmitted reports will include a “pending” watermark.

Transferring pumps from new leases or sales

If you have acquired or released an existing pump through a new lease or sale, please contact our office as soon as possible. Please do not add these pumps to your account. If you know the name of the person or farm from whom the pump was acquired or to whom it will be sold/leased, we will transfer the record between accounts accordingly. The history will then track properly with the pump, and it will not be flagged as a new withdrawal.

If you have, or are installing, a new large capacity surface water or groundwater withdrawal you must register that system with the State. Reporting your annual water use is not the same as registration. You must consult the Water Withdrawal Assessment Tool (WWAT) prior to using the new or increased capacity withdrawal. Once your new withdrawal is approved, it will be assigned a registration number through the WWAT which you will need for reporting. MDARD will not accept a new pump for reporting without proof of WWAT approval. You may access the WWAT through your MILogin for Business account through Discover Online Services under the Michigan Department of Environment, Great Lakes, and Energy (EGLE).

If you have questions, please contact mdard-waterusereporting@michigan.gov or Abby Eaton at 517-930-3006.

Additional updates and Frequently Asked Questions (FAQs) are posted at www.michigan.gov/waterusereporting

Thank you for your cooperation.