

**For:** State Offices

**Reminder of 2004 Conservation Reserve  
Enhancement Program (CREP) Annual Performance Report**

**Approved by:** Deputy Administrator, Farm Programs



**1 Overview**

**A Background**

CREP was established to address certain environmental issues of the States and the Nation. Thirty Memoranda of Agreement have been signed in 25 States. Each agreement requires the State to provide an annual performance report to CEPD no later than 15 calendar days from the due date specified in the agreement. The CREP annual performance report is a tool to determine program accomplishments and program changes needed to ensure that program goals are achieved in a cost-effective manner. Each report must contain certain information according to 2-CRP, Part 21.

**B Purpose**

This notice:

- reminds States that FY 2004 CREP annual performance reports are due according to the specific requirement in the CREP Agreement and 2-CRP
- requires an annual performance report for each CREP project
- requires State Offices to work with State government to provide an annual performance report to CEPD
- requires State Offices to provide applicable State government staff with relevant CREP enrollment and other data according to 2-CRP, Part 21
- requires an electronic copy of the annual performance report be e-mailed to the CREP Program Manager, Chad Chadwell at **Charles\_Chadwell@wdc.usda.gov**.

<b>Disposal Date</b>	<b>Distribution</b>
March 1, 2005	State Offices

## Notice CRP-490

### 2 Action

#### A State Office Action

State Offices shall notify Chad Chadwell, CREP Program Manager, of any issues about timely annual submission of performance reports.

States Offices managing 1 or more CREP Agreements shall:

- review the Agreement for the due date of the annual performance report
- contact the State contact to remind them of the due date.