

For: State Offices

**FY 2013 CREP Annual Report and Project Administration**

Approved by: Deputy Administrator, Farm Programs



**1 CREP Annual Performance Report**

**A Background**

CREP was established, under CRP, to address specific recognized environmental issues of State and National importance. Forty-six Memoranda of Agreement (Agreement) have been signed covering 33 States. Each Agreement requires the State to provide a CREP Annual Performance Report to CEPD no later than a specified date indicated in the Agreement, usually 90 calendar days after the end of the Federal FY (September 30). The CREP Annual Performance Report is a critical tool used to:

- monitor program accomplishments
- justify average cost per acre of enrollment
- justify continued Federal and State CREP funding
- indicate continued State partner financial and administrative support
- detail CREP changes needed to ensure that CREP goals are achieved in a cost-effective manner.

**Note:** Each CREP Annual Performance Report **must** contain certain information, including a detailed monitoring report, according to FSA CRP National directives and the terms of the Agreement.

Disposal Date	Distribution
February 1, 2014	State Offices; State Offices relay to NRCS State Offices and State CREP Partners

## Notice CRP-752

### 1 CREP Annual Performance Report (Continued)

#### B Purpose

This notice:

- reminds FSA State Offices that FY 2013 CREP Annual Performance Reports are due according to the specific requirement in the Agreement and FSA CRP National directives
- requires a CREP Annual Performance Report for **each** CREP project on or before the required deadline
- requires that the CREP Annual Performance Report address accomplishments in achieving each of the measurable program goals listed in the Agreement
- requires SED to ensure that a timely and detailed CREP Annual Performance Report is submitted to CEPD
- requires State Offices to provide applicable State Government staff with relevant CREP enrollment and other data according to the terms of the Agreement and FSA CRP National directives
- requires an electronic copy of the CREP Annual Performance Report be e-mailed to Lana Nesbit, CREP Program Manager, at [lane.nesbit@wdc.usda.gov](mailto:lane.nesbit@wdc.usda.gov).

**Note:** Failure to submit the CREP Annual Performance Report is in violation of the terms of the Agreement.

#### C General CREP Policy

CREP is administered with legal agreements between FSA/CCC and State Governments. These agreements often include project contributions from local nongovernmental organizations in a partnership effort. FSA State Offices shall immediately notify CEPD if any State CREP partners discontinue providing payments or other project resources as established in these CREP agreements.

FSA State Offices may not establish or modify CREP operating policies and/or procedures without CEPD and State CREP partner approval. All CREP 2-CRP supplements must be approved by CEPD and State CREP partners before publication.

Unless otherwise specifically established in CREP agreements, the CRP TERRA Tool's maps, data, and calculations must be used whenever applicable for all CREP offer and contract processing by FSA County Offices.

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### 1 CREP Annual Performance Report (Continued)

#### D State Office Action

State Offices managing 1 or more Agreements shall:

- review the Agreement for the due date of the CREP Annual Performance Report
- inform the State contact of the due date
- provide a copy of this notice to State CREP partners
- notify Lana Nesbit, CREP Program Manager, of any issues about timely submitting the CREP Annual Performance Report by **December 13, 2013**, by any of the following:
  - e-mail at **lana.nesbit@wdc.usda.gov**
  - FAX at 202-690-0691
  - telephone at 202-720-8772.