

**For:** State Offices and State CREP Partners

**FY 2019 CREP Annual Report and Project Administration**

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



**1 CREP Annual Report**

**A Background**

CREP was established under CRP to address specific recognized environmental issues of State and National importance. Each CREP agreement requires the State to provide a CREP annual performance report to FSA by the date specified in the CREP agreement. 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
- identify possible changes 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 CREP agreement.

The Agriculture Improvement Act of 2018 (2018 Farm Bill) requires USDA to submit an annual report to Congress on the status of each CREP. The information provided in the State’s annual performance report will be used to complete the annual report to Congress.

<b>Disposal Date</b>	<b>Distribution</b>
June 1, 2020	State Offices; State Offices relay to State CREP Partners

## Notice CRP-881

### 1 CREP Annual Report (Continued)

#### B Purpose

This notice reminds FSA State Offices that FY 2019 CREP annual performance reports are due by the date specified in the CREP agreement, and must provide the information specified in the CREP agreement, FSA CRP National directives, and this notice.

#### C Annual Performance Reports

Annual CREP performance reports must:

- be provided for each CREP project by the required deadline in the CREP agreement, even if there have been no substantial new enrollments or other major project changes since the previous annual report was submitted

**Exceptions:** CREP annual performance reports are:

- not required for CREP projects that have expired or been terminated in FY 2019 or before
- not required for CREP projects that were suspended for enrollment for all of FY 2019; however, negative reports are **required**
- required for CREP projects that were suspended for enrollment in FY 2019, but not for the entire FY.

**Note:** Separate annual performance reports must be submitted for each CREP project. States with more than 1 CREP project must provide a **separate** annual performance report for each project.

**Important:** Failure to submit the CREP annual performance report is a violation of the terms of the CREP agreement.

- identify the following:
  - accomplishments in achieving each of the goals, objectives, and purpose of the agreement

**Note:** See subparagraph D for more information about identifying accomplishments.

- reason(s) for not obtaining, or delay in obtaining, the identified goals, objectives, and purpose of the CREP agreement, if applicable, and actions taken or that will be taken in the following FY to obtain the stated goals and objectives
- reason(s) new enrollment levels are below expected, if applicable, and actions taken or that will be taken in the following FY to address the level of new enrollments

## Notice CRP-881

### 1 CREP Annual Report (Continued)

#### C Annual Performance Reports (Continued)

- how the non-Federal partners specifically met the minimum 20 percent total project cost requirement and the minimum 10 percent total project cost requirement for direct payments to participants or new funding for CREP
- provide an estimate of the environmental benefits achieved through the CREP project in the last year, and overall since its inception.

#### D Identifying Accomplishments

CREP annual performance reports must identify the accomplishments, or lack thereof, in achieving the purpose and **each** of the goals and objectives of CREP. The report must address **each** of the specific goals, objectives, and purposes identified in the CREP agreement in detail and provide the source of the data used to support the accomplishments provided.

**Example:** The objectives of the ABC CREP agreement are to reduce erosion on cropland of 10,000 tons per year, reduce 14,000 pounds of phosphorus from entering the ABC River per year, and produce an additional 3,000 XYZ birds annually. The ABC CREP annual performance report must identify the:

- tons of erosion reduced from cropland in the CREP area in the last year and provide the source used in determining the amount of erosion reduced
- pounds of phosphorous reduced from entering ABC River in the CREP area in the last year and provide the source used in determining the amount of phosphorus reduced
- number of XYZ birds produced in CREP area in the last year and provide the source used in determining the number of XYZ birds produced.

An estimate of the progress in meeting each of the goals, objectives, and purpose of the CREP agreement **must** be provided if sufficient monitoring and evaluation measures have not been conducted to provide documented accomplishments. The method used to reach any estimated accomplishment must also be identified.

#### E Annual Report to Congress

The 2018 Farm Bill requires USDA to submit an annual report to Congress on the status of each CREP. The information provided in the State's annual performance report will be used to complete the annual report to Congress.

The State's annual performance report will be returned if the report does not include all the required information in sufficient detail. Failure of a State to provide its complete report within the time period specified in the CREP agreement will be included in the USDA's annual report to Congress.

## Notice CRP-881

### 2 General CREP Policy

#### A Legal Agreements

CREP is administered with legal binding agreements between CCC and State governments. These agreements often include project contributions from local non-governmental organizations in a partnership effort. FSA State Offices must immediately notify Conservation Division (CD) if any State CREP partners discontinue providing payments, in-kind commitments, or other benefits specified in the CREP agreement.

FSA State and County Offices may **not** establish or modify CREP operating policies and/or procedures without prior written approval from the National Office. All State amendments supplementing 2-CRP regarding CREP must be approved by CD **before** publication, including 2-CRP amendments completed because of revising or amending CREP agreements.

#### B Using TERRA

Unless otherwise specifically established in the CREP agreement, the CRP TERRA tool must be used for all offers to enroll land under CREP.

### 3 Action

#### A State Office Action

State Offices managing 1 or more CREP agreements will:

- review each CREP agreement for the due date of the CREP annual performance report
- inform the State contact person of the due date
- provide a copy of this notice to State CREP partner
- provide State CREP partner with relevant CREP enrollment and other data according to the terms of the CREP agreement
- notify the FSA National CREP Program Manager at **virgil.ireland@usda.gov** of any issues about timely submission of CREP annual performance reports, or a negative report if applicable, by December 31, 2019
- ensure that an electronic copy of the CREP annual performance report is sent to the FSA National CREP Program Manager for CREP.