

For: State and County Offices

FY 2005 Federal Archaeological Activities Report (CEP-66R)

Approved by: Acting Deputy Administrator, Farm Programs



1 Overview

A Background

The Archaeological and Historic Preservation Act of 1974, Section 5(c), and Archaeological Resources Protection Act of 1979, Section 13, as amended, require that an annual report on Federal archaeological activities be:

- submitted by Federal agencies to the Department of the Interior
- prepared by the Secretary of the Interior
- submitted to Congress.

CEP-66R provides information about all Federal agency archaeological activities:

- to offer assistance with professional methods for archaeological preservation
- for the administration of historic preservation programs.

B Purpose

This notice provides information to State Offices on how to access and complete the annual CEP-66R for FY 2005 (October 1, 2004-September 30, 2005) online. Information received from State Offices will be compiled by FSA’s National Office and then submitted to the Secretary of the Interior for inclusion in the government-wide, “Report to Congress for Fiscal Year Activities.” **County Offices are not to submit their responses directly to the National Office.** All County Office information must be submitted to the State Office for compilation of a comprehensive State report.

The questions in the electronic form apply to archaeological investigation, protection, management, recovery, and collection management activities carried out under Federal authority by FSA, its producers, its borrowers, and its contractors.

Disposal Date	Distribution
May 1, 2006	State Offices; State Offices relay to County Offices

Notice EQ-123

2 Report Information

A Completing the Electronic Archaeological Report

The annual CEP-66R:

- should be filled out electronically
- is available at http://dc.ffasintranet.usda.gov/EC/cultural_resources.htm.

Fill answers directly into the electronic form. Fill in each line of electronic form with the numerical data requested, or if there is no data (ND) to report answer each line with "ND."

Note: Round all dollar amounts using normal rules of rounding, to the nearest hundred.

Any questions requiring a narrative should be brief, 200 words or less. If a narrative question is not applicable (NA) answer "NA."

When all lines have been answered, scroll down to the last page and click "Submit Report."

Note: Negative reports are required. If you have no report, click "Negative Report" button.

B Submitting the Electronic CEP-66R

State Office responses must be received in the National Office by **COB, April 7, 2006**.

Note: Negative reports are required.

C Contacts

The following table provides contacts for assistance if there are questions about this notice or the completion of the electronic CEP-66R.

IF located in...	THEN contact...
County Office	State Environmental Coordinator.
State Office	Kathleen Schamel at 202-690-1164 or by e-mail at kathleen.schamel@wdc.usda.gov .

4 Action

A State Office Action

State Offices shall complete and submit CEP-66R before COB **April 7, 2006**.

B County Office Action

County Offices shall complete the online CEP-66R and submit to State Environmental Coordinator no later than **March 30, 2006**.