

**UNITED STATES DEPARTMENT OF AGRICULTURE**

Farm Service Agency  
8030 Excelsior Dr., Suite 100  
Madison, Wisconsin 53717-2906

**Agricultural Resource  
Conservation Program  
2-CRP (Revision 5)**

**Wisconsin Amendment 15**

**Approved by:** Acting State Executive Director

**Amendment Transmittal - CREP Successions Policy Language Update and Sample Letters**

**A Reason for Amendment and New Guidelines to be followed.**

- To update policy language for CREP successions.
- To add sample CREP Letters in WI Exhibit 1.

<b>Page Control Chart</b>		
<b>TC</b>	<b>Text</b>	<b>Exhibit</b>
	WI Page 16-21 (Replace)	<u>WI Exhibit 1</u> WI Pages 10 through 17 (Add)





**555 Successor-in Interest (Continued)****Responsibilities of Eligible Successors (Continued)****CREP Successions**

“FSA will not require any CRP or potential participant to succeed to CRP-1; however the Department of Ag, Trade and Consumer Protection (DATCP) known as the State of Wisconsin in the CREP agreement does not allow any contract to not be continued

If a participant does not wish to continue with the CRP-1 until expiration, no matter full, partial or no successor-in-interest; the participant will need to repay all payments back to DATCP.

FSA will provide the participant the appropriate letter found in WI Exhibit 1 for opportunity to succeed. This letter has been reviewed and approved by DATCP and will serve as FSA’s notification to the participant about DATCP’s requirements.

Any letter sent by FSA to participants involving CREP will include a CC to the appropriate Land Conservation/Water Conservation Department (LCD).”

If a participant does not succeed to a CRP-1 involving CREP, please ensure the LCD receives copies of the terminated CRP-1 and letters. This will notify LCD’s of the termination, and prompt them to start buyout paperwork for DATCP.

**Please see WI Exhibit 1 for appropriate CREP Succession Letter Templates:**

- CREP General Succession Letter
- CREP Non –Succession Termination Letter
- CREP Termination Letter
- CREP Death Succession Letter

CREP GENERAL SUCCESSION LETTER



Farm and Foreign  
Agricultural  
Services

Farm  
Service  
Agency

Wisconsin Farm Service Agency  
Address  
City, State, Zip code  
Phone Number

Today's Date

CREP Participant  
Address  
City, State, Zip code

Mr. CREP Participant:

This office has been notified that you recently purchased enrolled in the Conservation Reserve Enhancement Program (CREP). CREP is administered jointly by two agencies; the Farm Service Agency (FSA) which is federal and the State of Wisconsin Department of Ag, Trade and Consumer Protection (DATCP) through the local Land Conservation Department (LCD). The land you purchased is enrolled in CREP contract # \_\_\_\_\_, \_\_\_\_\_ acres, (CP Code & Practice Name) with an annual payment of \$ \_\_\_\_\_ and expires on Date.

You are eligible to succeed to the CREP contract. Succeeding to the contract requires compliance with all program rules according to the original conservation plan of operations (CPO) developed when the contract was originally signed. As a successor, you will receive annual rental payments as prescribed for the contract. However, should it become necessary to terminate the contract at any time prior to expiration due to a compliance violation, you are also responsible for all payments made previously on the contract to FSA and the State of Wisconsin.

If you choose **NOT** to succeed to the contract, refund of all previously earned federal payments including cost sharing, annual payments, and incentives will be required of the contract holder. The State of Wisconsin also requires repayment of all previous payments including the incentive payments and cost share. If you are interested in the repayment cost, you must contact the Name County Land Conservation Department (LCD) at Phone Number.

Handbook 2-CRP, paragraph 555 requires contracts to be signed within 60 days of the date of notification or the contract is to be terminated. **Please notify our office, in writing**, whether or not you intend to succeed to the CRP contract.

If you are planning to succeed to the CRP contract, or need information about this CRP contract or the regulations, please call our office to set up an appointment. We will need a copy of the recorded deed, and updated land records before we can complete the applicable forms. You will also need to furnish the full names, addresses and social security numbers of all new owners.

If you have any questions, please feel free to contact us at **Phone Number**.

Sincerely,

**Name**

County Executive Director

cc: NRCS  
LCD

CREP NON SUCCESSION TERMINATION LETTER



Farm and Foreign  
Agricultural  
Services

Farm  
Service  
Agency

Wisconsin Farm Service Agency  
Address  
City, State, Zip code  
Phone Number

NOTICE OF TERMINATION

Today's Date

CREP Participant  
Address  
City, State, Zip code

Dear Mr. CREP Participant:

This letter is to inform you that the Conservation Reserve Enhancement Program (CREP) contract #\_\_\_\_\_, \_\_\_\_\_ acres (CP Code & Practice Name) held by CREP Participant has been terminated based on written notification to the Farm Service Agency (FSA) on (Date letter was received).

The contract has been terminated without refund. Handbook 2-CRP (Rev. 5) paragraph 575 states contract refunds (CRP-1) are not required of administrators of an owner's estate or heirs who do not become successor-in-interest to the CRP-1. The State of Wisconsin requires repayment of all previous payments including the incentive payments and cost share paid. You MUST contact the Name County Land Conservation Department (LCD) at Phone Number.

You are no longer obligated to follow the terms and conditions of the Federal CRP contract or appendix. However, you are still required to follow any remaining associated State CREP contracts that remain in effect until subsequently terminated. This land may be eligible to be offered for future CRP enrollment. We want to remind you and/or your operator to update the conservation plan from the Natural Resources Conservation Service (NRCS) if this acreage returns to production at the phone number below.

We appreciate your participation in the CRP; one of the nation's largest conservation programs. If you have any questions regarding any FSA/NRCS program, please contact our office, **Phone Number**.

Sincerely,

**NAME**

County Executive Director

cc: NRCS  
LCD

CREP TERMINATION LETTER



Farm and Foreign  
Agricultural  
Services

Farm  
Service  
Agency

Wisconsin Farm Service Agency  
Address  
City, State, Zip code  
Phone Number

NOTICE OF TERMINATION

Today's Date

CREP Participant  
Address  
City, State, Zip code

Dear CREP Participant:

This letter is to inform you that the Conservation Reserve Enhancement Program (CRP) contract # \_\_\_\_\_, \_\_\_\_\_ acres (CP Code & Practice Name) has been terminated based on written notification to the Farm Service Agency (FSA) on (Date letter was received).

CREP contract # \_\_\_\_\_ has been terminated, and you are no longer obligated to comply with the conservation plan and appendix for this contract. The copies of the termination and this letter will be forwarded to the Name County Land Conservation Department (LCD). They administer the state portion of the CREP agreement and will handle the repayment owed to Wisconsin Department of Agriculture, Trade and Consumer Protection (DATCP). You are **responsible** for contacting Name County LCD at Phone Number.

You are required to refund all Annual Rental Payments, Cost Sharing Assistance, Incentive Payments and Liquidated Damages. The refund due is calculated based on the attached calculation worksheet. **The debt owed for the FSA payments is \$\_\_\_\_\_.** Interest accrues daily to these payments. You will also receive debt notification statements by mail of this debt.

You are no longer obligated to follow the terms and conditions of the Federal CRP contract or appendix. However, you are still required to follow any remaining associated State CREP contracts that remain in effect until subsequently terminated. This land may be eligible to be offered for future CRP enrollment. We want to remind you and/or your operator to update the conservation plan from the Natural Resources Conservation Service (NRCS) if this acreage returns to production at the phone number below.

We appreciate your participation in the CRP; one of the nation's largest conservation programs.

If you have any questions regarding any FSA/NRCS program, please contact our office, **Phone Number**.

Sincerely,

**Name**

County Executive Director

cc: NRCS  
LCD

CREP DEATH SUCCESSION LETTER



Farm and Foreign  
Agricultural  
Services

Farm  
Service  
Agency

Wisconsin Farm Service Agency  
Address  
City, State, Zip code  
Phone Number

Today's Date

CREP Participant  
Address  
City, State, Zip code

To Whom It May Concern:

This office has been notified that **CREP Participant** has passed away. Please accept our condolences. **CREP Participant** was a participant in the Conservation Reserve Enhancement Program (CREP) on contract # **\_\_\_\_\_**, **\_\_\_\_\_** acres (**CP Code & Practice Name**) annual payment of **\$xxx.00** and expires on **date**. CREP is administered jointly by two agencies; the Farm Service Agency (FSA) which is federal and the State of Wisconsin Department of Ag, Trade and Consumer Protection (DATCP) through the local Land Conservation Department (LCD).

You are eligible to succeed to the CREP contract. Succeeding to the contract requires compliance with all program rules according to the original conservation plan of operations (CPO) developed when the contract was originally signed. As a successor, you will receive annual rental payments as prescribed for the contract. However, should it become necessary to terminate the contract at any time prior to expiration due to a compliance violation, you are also responsible for all payments made previously on the contract.

If you choose **NOT** to succeed to the contracts refunds of previously earned federal payments are not required of heirs of an owner's or operator's estate. However, the State of Wisconsin requires repayment of all previous payments including the incentive payments and cost share. If you are interested in the repayment cost, you must contact the **Name** of County Land Conservation Department (LCD) at **Phone Number**.

Handbook 2-CRP, paragraph 555 requires contracts to be signed within 60 days of the date of notification or the contract is to be terminated. **Please notify our office, in writing**, whether or not you intend to succeed to the CRP contract. In either event, we will need a copy of the death certificate.

If you are planning to succeed to the CRP contract, need information about this CRP contract or the regulations, please call our office to set up an appointment. We will need a copy of the certificate of death, recorded deed, and updated land records before we can complete the applicable forms. You will also need to furnish the full names, addresses and social security numbers of all new owners (if any).

If you have any questions, please feel free to contact us at **Phone Number**.

Sincerely,

**Name**

County Executive Director

cc: NRCS  
LCD