



# Maryland Department of Agriculture Nutrient Management Annual Implementation Report **GENERAL INSTRUCTIONS**

*Certified consultants may help operators complete the form; however, the form must be signed by the operator.*

**Contact your MDA Regional Nutrient Management Office listed on the back of these instructions if you need assistance with any part of the form.**

## **Part A: Farmer/Operator Information**

Information applies only to the person, and/or business that operates or makes primary decisions in the use and application of nutrients for the agricultural operation. This year we have provided the information we currently have in our database. If any of this information is incorrect, please note and include the corrections for our records.

## **Part B: Farm/Operation Information**

Information on all land/properties operated by the above person/firm.

**Operation Type:** Identify the type of operation under the plan. (Check all that apply.)

**Nutrient Source:** Identify the applicable nutrient source(s) used on the operation. (Check all that apply.)

**Animal Type and Number:** Identify the applicable type and number of animals on the operation. For poultry, indicate the number in thousands of birds per year.

*Example:* 30,000 birds/flock x 5 flocks per year=150,000 birds per year. Under other livestock, include swine or other animal types not listed.

**Manure Information:** Indicate the total amount of manure generated by the operation. Indicate whether the amount given is in tons per year or gallons per year.

**Manure Storage:** Check **Yes** if there is manure storage for the operation. Check **No** if you do not have storage.

**Excess Manure:** Indicate if the amount of manure generated on the farm is in excess of what you use for crops according to the nutrient management plan. If you checked **Yes**, list the approximate quantity and the unit of surplus manure last year.

**Manure Imported:** Indicate the amount of manure imported to your operation in the last year. If manure was imported, list the approximate quantity and the unit of measure.

**Total Acres Farmed:** Do not include woodland or land in set aside programs such as the Conservation Reserve Enhancement Program (CREP.)

**Account ID(s):** A unique 10 to 16 digit number used by the Maryland Department of Assessments and Taxation (MDAT) to identify a unit of land. Include only account ID's for property that is new to your operation or is no longer part of your operation. Use additional page(s) if needed. *If you have not added or deleted any account ID's to your operation, you may leave this section blank.* To

obtain the property account ID's, visit MDAT's website at [www.dat.state.md.us/sdat/CICS/](http://www.dat.state.md.us/sdat/CICS/). Contact your MDA Regional Nutrient Management Office for assistance. This information is also included on your tax bill.

**Added/Deleted:** Check the appropriate box for land that has been added or deleted from the nutrient management plan beside its corresponding account ID.

## **Part C: Plan Implementation and Consultant Information**

Write the name, certificate # and license # issued by the Maryland Department of Agriculture for the consultant who developed the plan.

**Operator Certified:** Check box if the nutrient management plan was developed by the person identified in Part A or a person with a financial interest in the farm.

**Cost-Share Plan:** Indicate whether state or federal cost-share funding was used to develop the plan. (Plans developed by Maryland Cooperative Extension are not cost-shared.)

**Plan Period:** Indicate the starting and ending date of your current nutrient management plan.

## **Part D: Nutrients Used**

Include all acres where crops, hay, pasture, agricultural products, or horticultural products are grown and what, if any, nutrient application they received during the previous calendar year. *Example:* 100 acres of corn with an application of 150-30-30 per acre would be entered as 15,000-3,000-3,000. Since the report covers the entire year, more than one crop may be grown on the same acreage. Therefore, the acreage reported here may be greater than that reported on the line indicating total acres farmed under Part B. Additional instructions are included on the form.

## **Part E: Farmer/Operator Signature**

Signature of the person whose name appears in **Part A** as farmer/operator. Include the date that the form is signed.

## **Mailing Instructions**

*Send your Nutrient Management Annual Implementation Report to the MDA Regional Nutrient Management Office serving your county. Offices are listed on the back of these instructions. If the operation straddles regions, submit to the office where the majority of the operation is located.*

*(Mailing addresses on reverse)*

**Maryland Department of Agriculture  
Regional Nutrient Management Offices**

**Region 1: Allegany, Garrett and Washington counties**

**Maryland Department of Agriculture  
Nutrient Management Program**

3 Pershing Street, Room 100  
Cumberland, MD 21502  
301-722-9193

**Region 2: Carroll, Frederick, Howard and  
Montgomery counties**

**Maryland Department of Agriculture  
Nutrient Management Program**

92 Thomas Johnson Drive, Suite 110  
Frederick, MD 21702  
301-694-9290, extension 136 or 137

**Region 3: Anne Arundel, Calvert, Charles, Prince  
George's and St. Mary's counties**

**Maryland Department of Agriculture  
Nutrient Management Program**

50 Harry S. Truman Parkway  
Annapolis, MD 21401  
410-841-5949 or 410-841-5934

**Region 4: Baltimore, Cecil, Harford and Kent counties**

**Maryland Department of Agriculture  
Nutrient Management Program**

19 Newport Drive, Suite 106  
Forest Hill, MD 21050  
410-838-6181, extension 118

**Region 5: Caroline, Dorchester, Queen Anne's and  
Talbot counties**

**Maryland Department of Agriculture  
Nutrient Management Program**

317 Carter Ave, Suite 100  
Denton, MD 21629  
410-479-4929 or 410-479-4905

**Region 6: Somerset, Wicomico and Worcester counties**

**Maryland Department of Agriculture  
Nutrient Management Program**

27722 Nanticoke Road, Unit 2  
Salisbury, MD 21801  
410-677-0802