UNITED STATES DEPARTMENT OF AGRICULTURE
Farm Service Agency
Washington, DC 20250

Notice FLP-248

1-FLP

For: State Offices

National Appraisal Training

Approved by: Acting Deputy Administrator, Farm Loan Programs

1 Overview

A Background

A 5-day training session on the United Systems Appraisal Software, version 21, has been scheduled for May 6-10, 2002, in Houston, Texas.

The training will also include an overview of the following:

- Arc View Software applications
- NRCS' tool kit
- Agency appraisal delivery issues.

B Purpose

This notice provides the following:

- information on selecting the participants
- participants with training information
- hotel and travel information.

C Training Schedule

The training will begin at 8 a.m. on Monday, May 6, 2002, and will end at 1 p.m. on Friday, May 10, 2002. Participants are to schedule travel accordingly and may need to travel on Sunday, May 5, 2002, or Saturday, May 11, 2002.

D Contact

State Offices may direct questions about the training to Bobby Reynolds, PDEED, at 202-720-3647.

Disposal Date	Distribution
June 1, 2002	State Offices

2 Participant Information

A
Training Participants

All FSA-designated appraisers who received laptop computers and are listed in Exhibit 1 should attend this meeting. Participants shall:

- bring a Dell latitude 600 MHZ laptop, loaded with the "CCE Coreload" as described in the memorandum from John W. Chott, Jr., to SED's dated March 28, 2002
- have a working knowledge of the basic windows functionality

  Note: Time will **not** permit training on basic windows functions.
- familiarize themselves with the United Systems Appraisal Software, version 18, before training.

B
State Office Action

State Offices shall provide a list of participants to Wynona Black at **wmblack@kcc.fsa.usda.gov** or by FAX at 816-926-5609 by April 29, 2002.

C
Documenting Training

Participants or the State Training Officer shall document this training by using the Combined Administrative Management System (CAMS). The CAMS course number is 020072.

Direct questions about processing in CAMS to either of the following:

- the State Training Coordinator
- Tom Montgomery or Joe Hoffman, Training and Development Branch, HRD, at 202-418-9041.

3 Hotel Information, Travel Authorization, and Transportation Information

A
Hotel Information

Participants:

- should contact the hotel to make their reservations
- must specify the "National Training for Appraisers Meeting" block of rooms.

Hotel information is as follows:

- Inter-Continental Hotel, 2222 West Loop South, Houston, Texas
- telephone number is 713-627-7600
- room rate is $73
- cutoff date for reservations is April 30, 2002.

B
Persons With Disabilities

Persons with disabilities who require accommodations to attend or participate in this training should contact Wynona Black at 816-926-6517 or TTY at 816-926-7440.

C
Travel Authorization

Each participant must have an approved AD-202 before incurring training expenses. This notice does not constitute an approval travel authorization. Participants shall make their own travel arrangements as soon as possible, using the most efficient means of transportation. Return flights should be scheduled to ensure that participants remain in the training until 1 p.m. on Friday, May 10, 2002.

The total per diem rate for Houston, Texas, is $115 ($73 for lodging and $42 for M&IE).

Participants will charge this training to the washington-controlled State travel code according to 98-FI, Exhibit 11.

Note: 98-FI, Exhibit 11 contains a separate code for FLP employees.

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3 Hotel Information, Travel Authorization, and Transportation Information (Continued)

D
Airport Transportation

Transportation to and from the airport is the responsibility of the participant. The following services are available:

- Express Shuttle USA provides 1-way ground transportation from:
  - Hobby Airport to the hotel for $15
  - George Bush Intercontinental Airport to the hotel for $20
- taxi service is available from:
  - Hobby Airport to the hotel for $26
  - George Bush Intercontinental Airport to the hotel for $40.

Training Participant Information

State	Name	Telephone Number	FAX Number
AL	Anthony Plemons	334-279-3433	334-279-3489
	Phillip Parmer	256-773-6541	256-751-9835
AZ	Mark Finley	520-384-3588	520-384-2735
AR	Sam Savage	501-327-6509	501-450-7748
	Gary Cooper	870-741-8600	870-741-2613
CA	David Widlund	530-534-0112	530-533-4936
	Donna Gordy	530-527-3013	530-527-7451
	John Oosterman	209-491-9320	209-491-9331
CO	Robert Puckett	970-249-8407	970-249-5718
DE, MD	Phill Bowman	302-678-4255	302-678-9100
FL, VI	Theodore James	850-997-2072	850-997-6277
	Bob Brandenburg	561-683-2285	561-683-6249
GA	David Laster	706-546-2166	706-546-2129
	William Bessent	706-546-2166	706-546-2129
ID	Tom Dobbin	208-378-5683	208-378-5678
IL	Norbert Soltwedel	217-774-5568	217-774-2171
	Bryan Maloy	309-734-8396	309-734-8337
IN	Joe Hawkins	317-290-3030	317-290-3024
	Kim Klein	317-290-3030	317-290-3024
IA	Dennis Judkins	515-254-1540	515-254-1573
KS	Doug Haverkamp	785-537-8301	785-537-9659
	Doug Littau	785-537-8301	785-537-9659
KY	Paul Moore	859-224-7311	859-224-7691
	C. B. Oliver	859-224-7334	859-224-7691
LA	Gary Evans	318-473-7724	318-473-7735

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Training Participant Information (Continued)

State	Name	Telephone Number	FAX Number
ME	Steven Taylor	207-990-9140	207-990-9169
MI	Dennis Liles	517-324-5115	517-337-6659
MN	Jeff Johnson	320-235-3540	320-235-8751
	Terry Smith	320-235-3540	320-235-8751
	John Rollings	507-345-4651	507-765-4415
	Michael Ittel	320-251-2092	320-251-7780
MS	Paul Hardin	601-965-4300	601-965-4790
	Tom King	662-285-3298	662-285-3603
	Charles Cole	601-965-4300	601-965-4790
MO	Gary Harris	573-624-5939	573-624-3143
	Richard Vulgamott	816-364-3927	816-232-0370
	Gerald Link	660-263-1169	660-263-3725
MT	Randy Biehl	406-771-6690	406-727-9955
	Vern Tesch	406-665-3442	406-665-1486
NC	Tommy Dellinger	828-733-7010	828-733-5456
	Dennis Tallcott	828-693-3561	828-696-2915
	George Pless	704-637-1602	704-637-5565
	Danny Belcher	336-228-1753	336-227-2488
	Dexter Davis	252-937-8645	252-937-7948
	Ed Johnson	910-592-4791	910-592-7648
ND	Gary Hodgins	701-662-4987	701-662-6074
	Charles Kreps	701-852-5748	701-839-8317
NE	Richard Darling	308-534-2360	308-534-8645
NJ	Kevin Murphy	609-267-1639	609-261-3007

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Training Participant Information (Continued)

State	Name	Telephone Number	FAX Number
NY	Chris Tarr	315-568-6124	315-568-6732
	Rebecca Stone	607-255-2454	607-547-8814
OH	Ed Lauby	614-255-2454	614-255-2543
	Jerry Hines	614-255-2458	614-255-2543
OK	Connie Burk	405-742-1040	405-742-1044
	Jim McDaniel	405-742-1040	405-742-1044
OR	Don Howard	503-692-3688	503-692-8139
PA	Sam Snyder		
PR	Carlos Colon-Fortuna	787-294-7613	787-294-1609
SC	Bobby Fleming	803-540-4688 pager	803-806-3839
	Lloyd Richardson	803-540-4613 pager	843-665-8284
SD	Alan Husby	605-886-8202	605-882-1930
	Chip Horton	605-665-2662	605-665-0998
TN	Jeffrey Williams	423-894-0517	423-894-1508
	Gary O'Brien	731-209-4153	731-209-0127
TX	Van Hallmark	979-680-5205	979-680-5236
UT	Glenn Wood	435-896-5489	435-896-4819
VT, NH	Dale Thompson	802-658-2803	802-660-0953
VA	Lisa Hamilton	540-248-6218	540-248-3723
	Joe Edwards	804-432-9455	804-432-0548
WA	Leroy Fletcher	509-323-3025	509-323-3074
	John Didenhover	509-323-3025	509-323-3074
WV	Kimble Hayes	304-284-4813	304-284-4824
WI	Andy Halada	608-276-8732	608-271-9425
	Terry Hipenbecker	608-276-8732	608-271-9425