

UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency
Washington, DC 20250

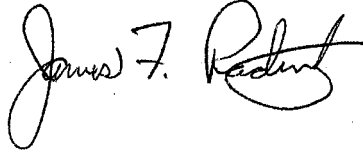
Notice FLP-714

1-FLP

For: State Offices, State PLCE Monitors, and Appraisers

PLCE Training

Approved by: Acting Deputy Administrator, Farm Loan Programs



1 Overview

A Background

LMD and PDEED, along with AMD, will conduct a joint training session to discuss PLCE's, appraisals and inspections, and procurement. This training is:

- **mandatory** for attendees identified in subparagraph 2 A
- intended to provide National Office guidance on the following:
 - forthcoming 1-FLP, Part 7 amendment
 - forthcoming FSA-2126 revision
 - obtaining appraisal services.

B Purpose

This notice provides the following:

- attendance requirement
- online training session registration instructions
- information about submitting questions before and during the training
- participant and State Office actions.

C Contact

If there are questions about this notice, State Offices shall contact Anne Steppe, LMD, by either of the following:

- e-mail to anne.steppe@wdc.usda.gov
- telephone at 202-690-4017.

Disposal Date	Distribution
August 1, 2015 5-29-15	State Offices

2 Online Training Session Registration

A Attendees

This training **is** mandatory for the following:

- State PLCE Monitors
- FLC's
- State Financial Management Modernization Initiative (FMMI) PLCE users

Note: This does **not** include administrative FMMI users.

- State Appraisers.

SED's and State Contracting Officers, including the Southwest Regional Service Office staff, are invited to attend, as desired.

B Registering for a Training Session

Sessions are limited to 125 telephone lines. Additional sessions will **not** be added. Attending the training sessions in groups is encouraged. If participants attend in a group, **only 1 person** in the group should register for the training. To receive AgLearn credit, participants shall submit their names to their State AgLearn Coordinator.

The first session is targeted for the West Coast, and the second session is targeted for the East Coast. The last session is for those unable to attend either of the first 2 sessions. To register for a training session, click the most applicable link.

- **West Coast Session: Tuesday, July 7, 2015, from 2 p.m. to 4 p.m.**
- **East Coast Session: Thursday, July 9, 2015, from 10 a.m. to 12 noon**
- **Alternate Session: Thursday, July 16, 2015, from 1 p.m. to 3 p.m.**

Note: LiveMeeting links will be provided at a future date.

On the e-Authentication Warning Page, enter the user ID and password and CLICK "Login". On the Registration page, CLICK "Confirm".

2 Online Training Session Registration (Continued)

B Registering for a Training Session (Continued)

In approximately 5 minutes, the registering participant will receive a “Registration Notification” e-mail containing the LiveMeeting link and teleconference line that participants will use to join the training session.

Note: If a participant is **not** able to register through these links, log into AgLearn at <http://www.aglearn.usda.gov/>. On the AgLearn Home Page, in the “Search Catalog” box, ENTER “**Program Loan Cost Expense Training**” and CLICK “**Browse**”. Under the course title, CLICK “**View Course Dates**”. Scroll to the desired date, CLICK “**Register**”, and then CLICK “**Confirm**”.

C Training Session Questions

Questions may be submitted at any time before the scheduled training sessions to Anne Steppe as shown in subparagraph 1 C. Those questions, along with questions submitted during the online training, will be answered during the training session.

3 Action

A Training Materials and Pre-Training Guidance

Participants should be familiar with the forthcoming:

- 1-FLP, Part 7 amendment
- FSA-2126 revision
- FLP notice about appraisal requests.

Note: The aforementioned issuances are the only training material being used.

B Documenting Training

Direct any questions about AgLearn to the State Training Officer and/or State AgLearn Coordinator.

C State Office Action

SED shall ensure that all FSA employees listed in subparagraph 2 A:

- have reviewed this notice
- are available for the training.