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

Notice FLP-101

1951-S

For: State and County Offices

Contacting Borrowers After the Initial 1951-S Notices Are Sent

Approved by: Deputy Administrator, Farm Loan Programs

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1 Overview

A Background

OIG and OCR identified the need for follow up contacts with borrowers after borrowers receive the initial 1951-S notices. Notice FC-171, which was issued to comply with OIG and OCR requirements, has expired.

B Purpose

This notice provides for additional contact with borrowers in an attempt to improve the delivery of FLP.

C Contact

Address questions about this notice to the Farm Loan Program Chief in each State Office.

2 Action

A Contact Borrower

The Farm Loan Manager should contact the borrower within 10 workdays of sending an initial 1951-S loan servicing notice to:

- remind the borrower of the importance of responding with a complete application within the required timeframe
- answer any questions the borrower may have.

Note: A record of borrower contacts should be maintained in the case file.

Disposal Date	Distribution
December 1, 2000	State Offices; State Offices relay to County Offices