

For: State and County Offices

FY-End Processing of Farm Credit Loan Obligations

Approved by: Acting Deputy Administrator, Farm Credit Programs



1 Overview

A Purpose

This notice:

- informs State Offices about FY-end processing of farm credit loan obligations
- describes the procedures that must be followed when processing all farm credit loan and grant obligations requests.

B Contact

Direct inquiries concerning FY-end processing according to the following table.

Monday through Friday	FSA National Help Desk 1-800-255-2434
September 21 and September 28 9:00 a.m. to 1:00 p.m. CST	Customer Service Division Centralized Help Desk 314-992-0301.

Disposal Date October 1, 1996	Distribution State Offices; State Offices relay to County Offices and Ag Credit Teams
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2 FY-End Procedures

A
Processing
Obligation
Requests

Obligation requests for loans and grants must be processed through the field office terminal system, no later than 7:00 p.m., Central Standard Time (CST), Monday, September 30, 1996.

The terminal system will be available on Saturday, September 21 and Saturday, September 28, 1996, from 8:00 a.m. to 3:30 p.m., CST. The Customer Services Division, Centralized Help Desk, will be staffed from 9:00 a.m. to 1:00 p.m. CST on these days to resolve any FSA problems related to manuscripting or discrepancy correction of obligation transactions. They can be reached at 314-992-0301.

Note: This telephone number should **only** be used on Saturday, September 21 and Saturday, September 28, 1996.

All loan and grant applicants should be notified that loan and grant approval is subject to the availability of funds.

B
Manuscripting
Obligation
Transactions

Field Offices may manuscript obligation transactions as soon as terminals are made available in October. However, until notification is received that FY 1997 funding authority is available, the transactions should be entered, leaving the process code as "C", which will cause the transactions to be held in suspense.

After notification that funding authority has been received, change the process code of "C" to "P".
