

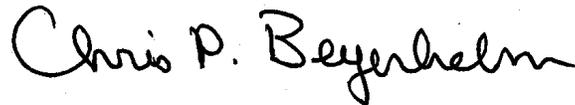
UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency
Washington, DC 20250

General Program Administration
1-FLP (Revision 1)

Amendment 55

Approved by: Deputy Administrator, Farm Loan Programs



Amendment Transmittal

A Reasons for Amendment

Subparagraph 2 A has been amended to add a reference to RD Instructions 1953-C and 1956-B.

Paragraph 46 has been amended to add a new subparagraph to address maintaining the accuracy of name and address data in SCIMS.

Subparagraph 143 E has been amended to remove the requirement for completing technical reviews of appraisals for guaranteed loans.

Exhibit 14 has been added to provide guidance on the monitoring and use of SCIMS-PLAS reports.

Exhibit 16 has been amended to add kind codes.

Exhibit 17 has been amended to provide the monthly interest rates applicable to FLP.

Exhibit 25 has been amended to add newly released PAC codes.

Page Control Chart		
TC	Text	Exhibit
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Part 1 Introduction and Purpose

1 Purpose and Sources of Authority

A Handbook Purpose

[7 CFR 761.1(d)] This part describes the Agency's general and administrative policies for its guaranteed and direct Farm Loan Programs. In general, this part addresses issues that affect both guaranteed and direct loan programs.

This handbook is designed to assist FSA in understanding:

- general and administrative regulations governing FLP's
- roles and responsibilities in implementing those regulations and other general and administrative responsibilities.

B Sources of Authority

The sources of authority for this handbook include:

- 7 CFR Part 761 and other regulations that may be referenced throughout this handbook
- the various laws and statutes passed by Congress, including CONACT.

C Regulation References

Text in this handbook that is published in the CFR is printed in **bold** text. The CFR citation is printed in brackets in front of the text. The references and text:

- are intended to highlight the requirement spelled out in CFR
- may be used to support FSA adverse decisions.

*--D FLP Objectives

7 CFR Parts 761 through 767 set forth FSA's regulations for FLP's. **The objective of these programs is to provide supervised credit and management assistance to eligible farmers to become owners or operators, or both, of family farms, to continue such operations when credit is not available elsewhere, or to return to normal farming operations after sustaining substantial losses as a result of a designated or declared disaster. These regulations apply to loan applicants, borrowers, lenders, holders, Agency personnel, and other parties involved in making, guaranteeing, holding, servicing, or liquidating such loans. The programs are designed to allow those who participate to transition to private commercial credit or other sources of credit in the shortest period of time practicable through the use of supervised credit, including farm assessments, borrower training, market placement, and borrower graduation requirements.--***

2 Related References

A Related FSA Handbooks

The following FSA handbooks concern FLP.

IF the area of concern is about...	THEN see...
State and county organization and administration policies, procedures, principles, and standards, such as work organization	16-AO.
civil rights compliance and administration for FSA programs	18-AO.
appeals and mediation	1-APP.
State and county records management	25-AS.
policies and procedures for the acquisition of supplies, equipment, and services	42-AS.
common management and operating provisions for program management activities, functions, and automated applications, such as forms that cannot be accepted by FAX	1-CM.
environmental requirements	1-EQ.
processing collections and canceling loan checks and payments	3-FI.
guaranteed loanmaking and loan servicing	2-FLP.
direct loanmaking	3-FLP.
direct loan regular or routine servicing	4-FLP.
direct loan special servicing and inventory property management	5-FLP.
the Emergency Loan Seed Producers Program, Horse Breeder Loan Program, ITLAP, SALP, and servicing of minor loan programs	6-FLP.
procedures for making records available to the public, other Federal agencies, and Congress	2-INFO.
procedures for collecting, maintaining, or disclosing data or information about an individual	3-INFO.
personnel management, such as employee conflict of interest	3-PM.
employee development and training	6-PM.

Notes: RD Instruction 1940-G must be used along with 1-EQ.

*--For information on:

- administrative offset, see RD Instruction 1951-C
- debt settlements, see RD Instruction 1956-B.--*

B Helpful Links

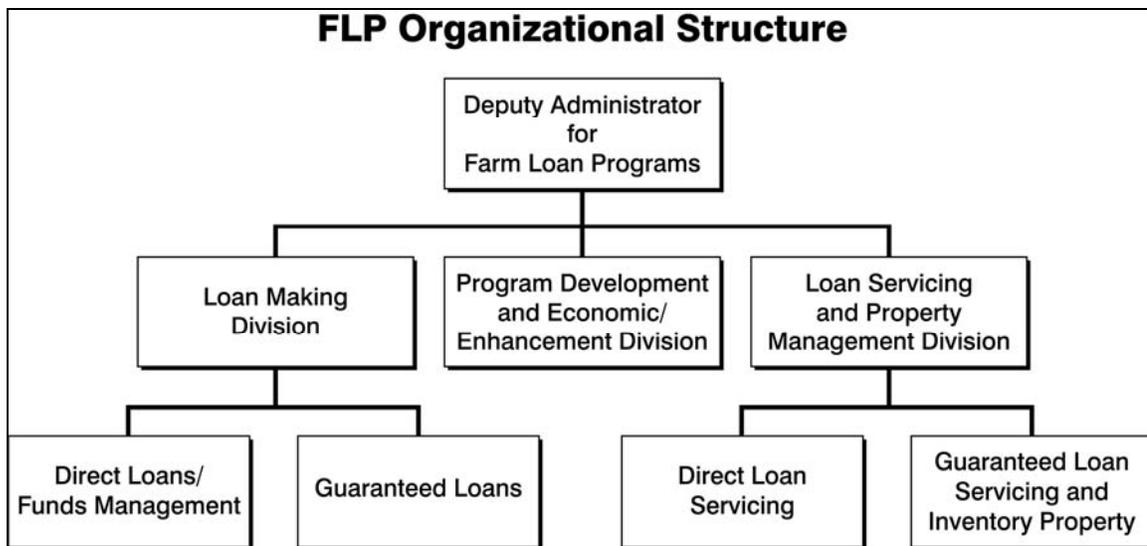
The Helpful Links web site at

<https://arcticocean.sc.egov.usda.gov/flp/InformationalLinks?Action=HelpfulLinks&caller=index> provides links to useful web sites.

4 FLP Organizational Structure

A National Office FLP Organizational Structure

The following is the National Office FLP organizational structure.



B Contacts for the Office of the Deputy Administrator

The following provides the address for the Office of the Deputy Administrator.

For USPS delivery	For FedEx or UPS delivery
USDA FSA DAFLP STOP 0520 1400 INDEPENDENCE AVE SW WASHINGTON DC 20250-0520	USDA FSA DAFLP ROOM 3605 SOUTH BUILDING 1400 INDEPENDENCE AVE SW WASHINGTON DC 20250-0520

Note: County Offices shall address questions to the State Office. State Offices shall contact the National Office as needed.

The following provides names, titles, and telephone and FAX numbers for the Office of the Deputy Administrator.

Office of the Deputy Administrator FAX Number 202-690-3573		
Name	Title	Phone Number
Chris Beyerhelm	Deputy Administrator	202-720-4671
James F. Radintz	Assistant Deputy Administrator	202-720-4671
Niki Chavez	Senior Loan Officer	202-690-6129
William Cobb	Special Programs Coordinator	202-720-1059
*--Lisa Slade	Secretary to the Deputy Administrator	202-720-4671
Linda Baldwin	Document Control Technician	202-720-5489--*

4 FLP Organizational Structure (Continued)

C LMD Contacts

The following provides names, address, and telephone and FAX numbers for LMD.

For USPS delivery	For FedEx or UPS delivery
USDA FSA DAFLP LMD STOP 0522 1400 INDEPENDENCE AVE SW WASHINGTON DC 20250-0522	USDA FSA DAFLP LMD 1280 MARYLAND AVE SW SUITE 240 WASHINGTON DC 20024

Note: County Offices shall address questions to the State Office. State Offices shall contact the National Office as needed.

LMD FAX Number 202-690-1117		
Office of the Director		
Name	Title	Phone Number
--Robert (Bob) Bonnet	Director	202-720-1632--
Cheryl Marbury-Spence	Division Secretary	202-720-1632
Kenneth Hill	Assistant to the Director	202-720-5199
Lorraine Campbell	Senior Writer/Editor	202-690-2850
Direct Loans/Funds Management Branch		
Kevin Alexander	Branch Secretary	202-720-1472
Sandra Hammond	Loan Officer	202-720-1647
Connie Holman	Senior Loan Officer	202-690-0756
Dan Jackson	Loan Officer	202-720-0588
Joe Marcoccia	Senior Loan Officer	202-401-0087
Kathleen Miller	Senior Loan Officer	202-720-1643
Mike Moore	Senior Loan Officer	202-690-0651
Jerry Moseman	Senior Loan Officer	202-690-4006
Ann Smith	Senior Loan Officer	202-720-1656
Anne Steppe	Senior Loan Officer	202-690-4017
Guaranteed Loans Branch		
Robert (Bob) Bonnet	Branch Chief	202-720-3889
Patricia Elzinga	Senior Loan Officer	202-690-1729
Tracy Jones	Senior Loan Officer	202-720-6771
Trent Rogers	Senior Loan Officer	202-720-1657
Charles Russell	Loan Officer	202-720-3309
Randi Sheffer	Loan Officer	202-205-0682

4 FLP Organizational Structure (Continued)

D PDEED Contacts

The following provides names, address, and telephone and FAX numbers for PDEED.

For USPS delivery	For FedEx or UPS delivery
USDA FSA DAFLP PDEED STOP 0521 1400 INDEPENDENCE AVE SW WASHINGTON DC 20250-0521	USDA FSA DAFLP PDEED 1280 MARYLAND AVE SW SUITE 270 WASHINGTON DC 20024

Note: County Offices shall address questions to the State Office. State Offices shall contact the National Office as needed.

PDEED FAX Number 202-720-8474		
Name	Title	Phone Number
Nancy L. New	Director	202-720-7719
Teresa Martin	Program Analyst	202-690-0431
Pixie Greer	Senior Loan Officer	202-720-1652
Bruce Peters	Senior Loan Officer	202-720-7003
Clarence (Chuck) Ropp	Senior Loan Officer	202-690-4008
Clarence (Sam) Snyder	Chief Appraiser	202-720-0599
Shanita Staten	Program Assistant	*--202-690-4983--*
Gail Wargo	Senior Loan Officer	202-690-4003

4 FLP Organizational Structure (Continued)

E LSPMD Contacts

The following provides names, address, and telephone and FAX numbers for LSPMD.

For USPS delivery	For FedEx or UPS delivery
USDA FSA DAFLP LSPMD STOP 0523 1400 INDEPENDENCE AVE SW WASHINGTON DC 20250-0523	USDA FSA DAFLP LSPMD 1250 MARYLAND AVE SW SUITE 500 WASHINGTON DC 20024

Note: County Offices shall address questions to the State Office. State Offices shall contact the National Office as needed.

Office of the Director FAX Number 202-720-5804		
Name	Title	Phone Number
Michael R. Hinton	Director	202-720-4572
Craig Nehls	Deputy Director	202-720-4572
Michael Cumpton	Assistant to the Director	202-690-4014
Jennifer Haley	Program Analyst	202-720-9898
Brenda McNeill	Program and Management Assistant	202-720-4572
Sheila Oellrich	Program Analyst	202-720-2990
Marquita Peoples	Program Analyst	202-720-8320
Direct Loan Servicing Branch FAX Number 202-690-0949		
Bruce Mair	Branch Chief	202-720-1645
Jacqueline King	Program Analyst	202-720-2820
Jenny Breece	Senior Loan Officer	202-690-4011
Gene Christie	Senior Loan Officer	202-690-2517
Richard Cardona-Diaz	Senior Loan Officer	202-720-0078
Mary Durkin	Senior Loan Officer	202-720-1658
Sharilyn Hashimoto	Senior Loan Officer	202-720-2743
Jonathan (Lee) Nault	Senior Loan Officer	202-720-6834
L.D. Pletcher	Senior Loan Officer	202-720-1654
Gary Wheeler	Senior Loan Officer	202-690-4021
Tamara Wilson	*--Senior Loan Officer--*	202-690-4012

45 **Allocating Loan Program Funds (Continued)****M CL Funds (Continued)**

- (3) **An applicant who will use the loan funds to build conservation structures or establish conservation practices to comply with 16 U.S.C. 3812 (section 1212 of the Food Security Act of 1985) for highly erodible land.**

N Transfer of Funds

[7 CFR 761.211] If sufficient unsubsidized guaranteed OL funds are available, then beginning on:

- (a) **August 1 of each fiscal year, the Agency will use available unsubsidized guaranteed OL loan funds to make approved direct FO loans to beginning farmers and socially disadvantaged farmers under the Downpayment loan program; and**
- (b) **September 1 of each fiscal year the Agency will use available unsubsidized guaranteed OL loan funds to make approved direct FO loans to beginning farmers.**

46 **Maintaining Borrower Addresses and Service Center Office Codes****A Changing Borrower Address Records**

An authorized agency official must maintain correct addresses for all direct and guaranteed loan borrowers within the authorized agency official's jurisdiction and caseload.

--An authorized agency official should make borrower address changes for borrowers with-- the following:

- direct loans only, by updating SCIMS
- both direct and guaranteed loans, by updating SCIMS and by processing a PLAS TC 4C in GLS
- guaranteed loans only, by updating SCIMS and processing a PLAS TC 4C in GLS.

Note: Name and address data entered in GLS for a customer should exactly match SCIMS data for the same customer.

See 1-CM, paragraph 198 for documenting customer data changes in SCIMS.

Forms for requesting updated addresses include FSA-470, which FSA mails to the borrower's last known address, and FSA-137, which requests address information from USPS.

46 Maintaining Borrower Addresses and Service Center Office Codes (Continued)***--B Maintaining the Accuracy of Name and Address Information in SCIMS**

SCIMS information is matched nightly against PLAS information to detect variances. Any variances between SCIMS and PLAS systematically generate TC 4C to update PLAS.

County Offices shall view the following reports, available through the FSA Data Marts, using the Oracle EPM 11 Data Mart, at least monthly to ensure name and address information in SCIMS is accurate.

- SCIMS-PLAS Exception
- SCIMS-PLAS Update
- SCIMS-PLAS Discrepancy

Any necessary corrections to SCIMS or PLAS must be made immediately. See Exhibit 14 for guidance on accessing and using the reports, and correcting data.

Notes: County Offices shall contact State Offices regarding questions about how to process corrections. State Offices shall contact FLOO, Loan Servicing Group according to paragraph 5.

SCIMS is a multi-agency database shared by FSA, NRCS, and RD. Consult CED and other agency representatives, as applicable, before making changes/corrections in SCIMS.--*

C Related Instructions

See 4-FLP, Part 12 for transferring servicing responsibilities when an existing borrower moves to an area serviced by a different County Office.

D Changing Servicing Office Codes

FSA-2125 will be used by State Offices to change servicing office codes and mail codes when all files for 1 or more County Office are moved.

47 Ensuring Borrower Compliance with Restrictions on Lobbying**A Overview**

[7 CFR 761.5] A person who applies for or receives a loan made or guaranteed by the Agency must comply with the restrictions on lobbying in 7 CFR Part 3018.

USDA regulations about restrictions on lobbying are published in 7 CFR Part 3018. This *-paragraph provides guidance for implementing 7 CFR Part 3018 for FLP loan applicants--* and borrowers.

Note: CFR citations refer to Departmental regulations.

B Applicant and Lender Certification

Any applicant for a direct or guaranteed loan exceeding \$150,000 must certify compliance with lobbying activities requirements. The certification is obtained from all loan applicants on FSA-2001, FSA-2211, and FSA-2212.

Lenders applying for a loan guarantee exceeding \$150,000 must certify compliance with lobbying activities requirements. The certification is obtained from all lenders on FSA-2201.

Additional information on certification requirements is available in 7 CFR 3018.110, which is included in subparagraph D.

143 FSA Review of Appraisal Reports (Continued)

E Conducting Technical Appraisal Reviews

FSA will complete a technical appraisal review of the following:

- first direct loan appraisal completed by a contract appraiser and then 1 every 2 FY's thereafter
- first third party appraisal used for direct loan appraisals completed by an appraiser with whom FSA has had no appraisal experience and then 1 appraisal every 2 FY's thereafter

* * *

Note: If an appraisal has been technically reviewed under any of the previous bullets, it is **not** necessary to conduct another review of another appraisal completed by the same appraiser on a different category, such as appraisal reviewed with a
 --direct loan and the same appraiser subsequently completes another assignment-- that is submitted to FSA as a third party appraisal. A review would **not** be necessary.

- 1 appraisal (or technical review when an appraisal has not been completed during the cycle) completed by FSA staff appraisers every 2 FY's

Note: The National Office will coordinate peer desk type reviews and monitor completion and results. Peer reviewers and appraisal/technical reviews selected for review will be on a random basis.

- direct or guaranteed loan appraisals when an administrative review detects serious problems
- all appraisals completed by limited authority appraisers
- of appraisals conducted by contractors and FSA employees in a random spot check method that is established by SED

Note: Each year, SED will vary the method used to select appraisals for review to ensure that adequate internal controls are established.

- on a more frequent basis, if problems have been detected in the scheduled spot check review
- upon request of the loan approval official anytime before loan approval.

143 FSA Review of Appraisal Reports (Continued)**F Recordkeeping and Internal Management Controls**

Each State must maintain a recordkeeping system and internal management controls to
-ensure that all administrative, technical (desk and field) reviews, and compliance activities--
are accomplished according to 25-AS, Exhibit 40.5.

G USPAP Records Retention

USPAP requires that appraisers retain documentation about appraisal reviews and technical appraisal reviews they conduct for whichever of the following is longer:

- 5 years from date of completion
- 2 years from the date all appeals and litigation about the appraisal are concluded.

SED's shall provide adequate storage space to staff appraisers for the duration of the required documentation retention period.

H FLP Appraisal Work Files

Appraisal work files **must**:

- **not** be destroyed or otherwise removed from FSA when USPAP retention requirements expire
- be relinquished when appraisers leave FSA employment positions.

Note: Appraisers may make copies of their work files at no cost before departing.
Appraisers will be provided access to their work files on an as-needed basis to address State board concerns.

Reports, Forms, Abbreviations, and Delegations of Authority (Continued)

Abbreviations Not Listed in 1-CM (Continued)

Approved Abbreviation	Term	Reference
LOC	line of credit	29
LR	limited resource	Ex. 15
MADS	margin after debt service	Ex. 15
OA	Office of Adjudication	41, Ex. 12, 18
OTI	Opportunity to Improve Plan	25, 27
PAC	Program Authority Code	164, 166, 167
PARLC, LAO (FFIS Team)	Policy, Accounting, Reporting, and Loan Center, Loan Accounting Office	167, 168
PIP	Performance Improvement Plan	25, 27
PLP	Preferred Lender Program	29, 43, 143
PLS	Primary Loan Servicing	25, 27, 29, 144
PVHT	Voucher Header Inquiry Table	167, 168
PVLT	Voucher Line Inquiry Table	167, 168
RCI	recoverable cost items	Ex. 15
SALP	Special Apple Loan Program	2, 29
SDMS	State Directives Management System	403
SEL	standard eligible lender	43
SLR	Security Liaison Representative	53, Ex. 14
TC	transaction code	46, 52, Ex. 14
TDCLC	term debt capability lease coverage	252
TDLCR	term debt and capital lease coverage ratio	Ex. 15
TY	payment voucher transaction	166, 167, 168
VID	vendor identification	162, 166
WEM	Web Equity Manager	Ex. 15
YEA	year-end analysis	Ex. 15

Delegations of Authority

SED's may redelegate their:

- loan approval authority to FLC, FLS, or DD
- authority to allow the use of a restricted appraisal report to the designated State staff appraiser.

***--SCIMS-PLAS ORACLE Hyperion Reports**

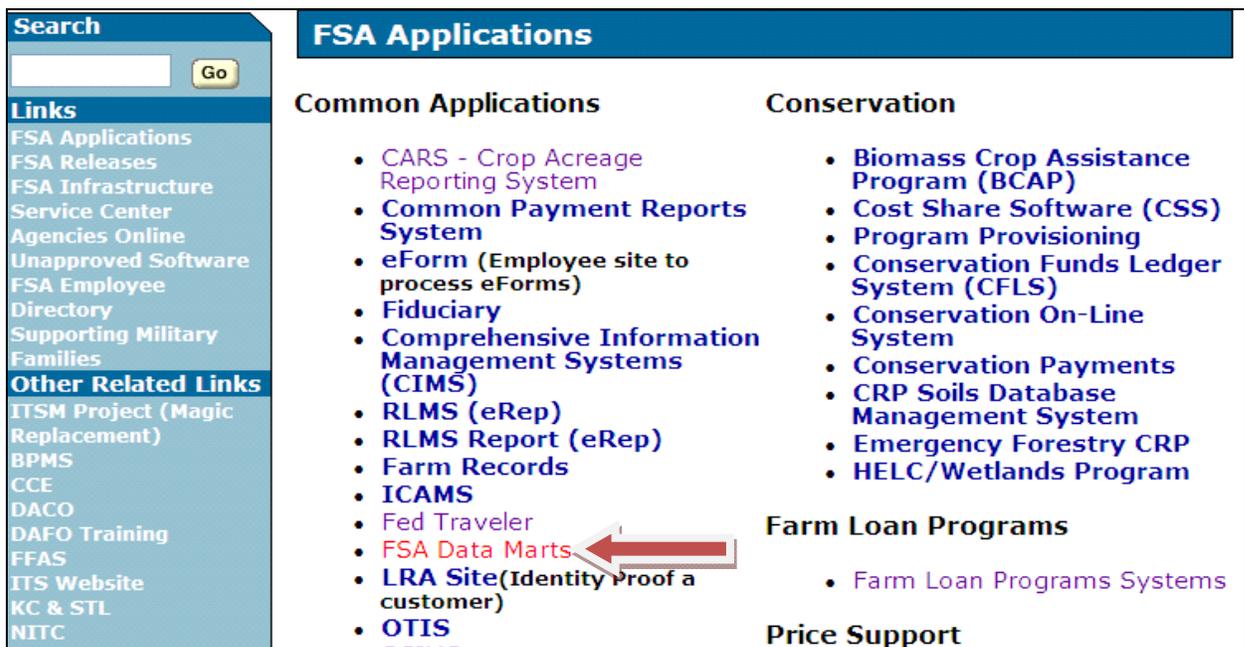
A Accessing Reports

Access the SCIMS-PLAS reports as follows.

From the FSA Intranet Home Page, Under “Resources”, CLICK “FSA Applications”.



Under “Common Applications”, CLICK “FSA Data Marts”.



--*

*--SCIMS-PLAS ORACLE Hyperion Reports (Continued)

A Accessing Reports (Continued)

On FSA Data Warehouse Home Page, CLICK “Oracle EPM 11 Data Marts”.

USDA Farm Service Agency Intranet FSA Data Warehouse Home Page

Data Warehouse News and Updates

ITS Alerts [Click here to view planned or unexpected changes/outages/alerts](#)

FSA has now completely upgraded to the Hyperion reporting tool. Brio has been disabled. Hyperion software should have been installed on your PCs. Please click on the link titled 'Navigation through Hyperion' on the right for instructions to access a data mart.

Hyperion will have a different look from the Brio Web page data marts, the reports themselves have not changed. General information that applies to all data marts may be displayed in this area from time to time. Please refer to this screen often.

Click on the link to the right titled 'Hyperion Data Marts' and provide your Eauth Id and password to enter Hyperion.

Read Important Information for:

- [States that use FSA State/County Data Mart Federal/Non-Federal Financial Reports](#)
- [States and Large Offices using all other Data Mart Reports](#)

Hyperion Data Marts

- [Hyperion Data Marts](#)
- [Oracle EPM 11 Data Marts](#)

NOTICE!
You are entering an Official United States Government System, which may be used only for authorized purposes. Unauthorized modification of any information stored on this system may result in criminal prosecution. The Government may monitor and audit usage of

Under “Link”, CLICK “EPM Workspace”.

FSA Data Warehouse Production Home Page

Link
[EPM Workspace](#)

Informational Links
[Automated Systems](#)
[Alerts](#)
[Help Desk Support](#)
[Data Security Access Authorization Form](#)
[Obtain E-Auth Id](#)

Welcome to the home page for the FSA Data Warehouse Production Home Page.

This site is your portal to the FSA Production Data Warehouse. Use the EPM Workspace link on the left to proceed.

This site and the related web pages will be evolving as we develop and expand with new features and new software capabilities.

If you have any technical issues, please contact the ITS Help Desk at **1-800-457-3642**

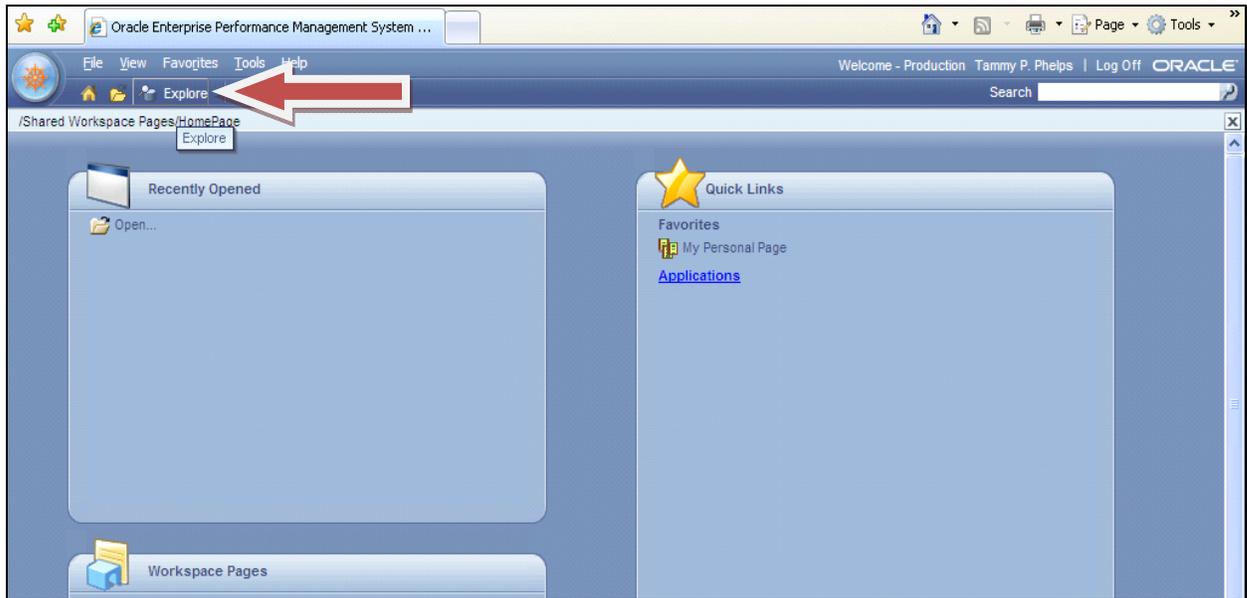
The white links retrieve the informational pages that provide you with the status of the systems, how to obtain Help desk support, obtain FSA 13a for access, and how to obtain an E-Auth Id.

--*

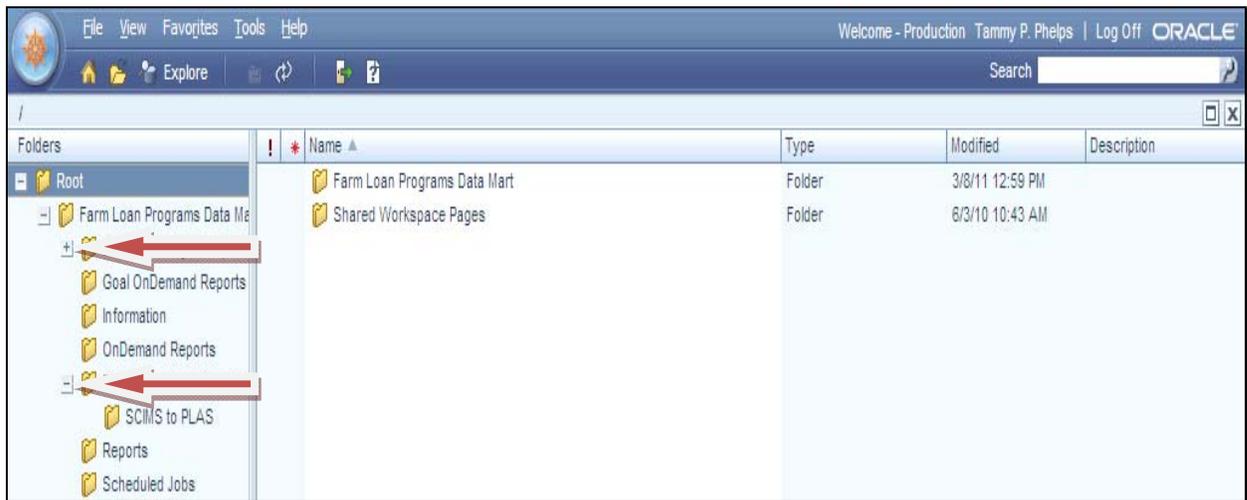
***--SCIMS-PLAS ORACLE Hyperion Reports (Continued)**

A Accessing Reports (Continued)

After logging in with eAuthentication user ID and password, the following screen will be displayed. CLICK “Explore”.



User can CLICK “+” or “-” to expand the menu options on the screen. The SCIMS-PLAS reports are located under the Program Loan Accounting Section.

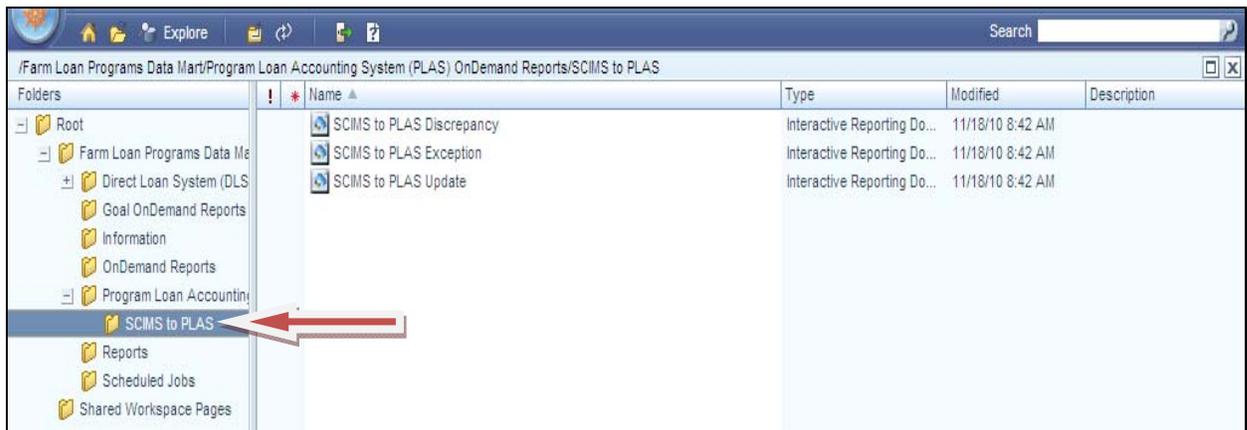


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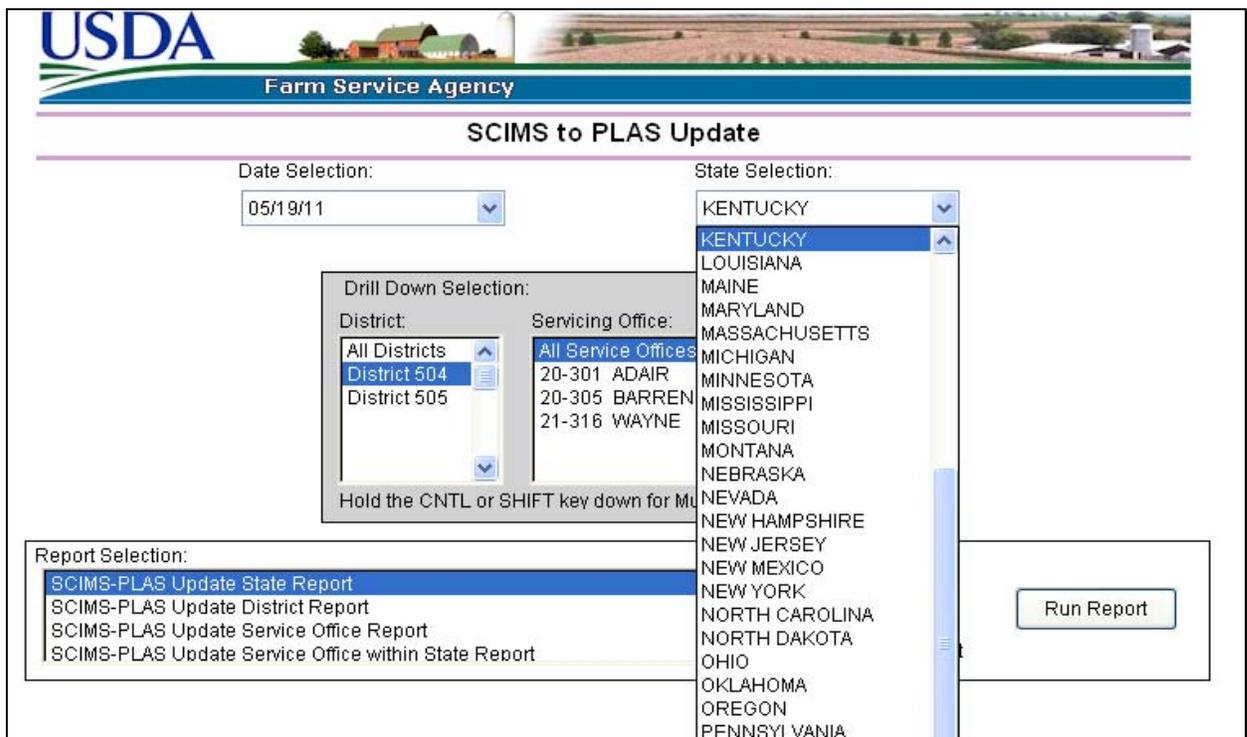
***--SCIMS-PLAS ORACLE Hyperion Reports (Continued)**

A Accessing Reports (Continued)

To open options to select the appropriate report, Under “Folders”, DOUBLE-CLICK “SCIMS to PLAS”.



The following is an example of the selected report that will be displayed, if available. The user shall select the applicable State and other filter information.



Note: Users who do not currently have access to the Hyperion Data Mart should contact the State SLR for assistance in obtaining access.--*

***--SCIMS-PLAS ORACLE Hyperion Reports (Continued)**

B SCIMS-PLAS Exception Report

Exceptions found between current PLAS borrower information and current SCIMS borrower information prevent updating name and address information in PLAS from SCIMS. The SCIMS-PLAS Exception Report provides the current PLAS borrower case number, name, and address information, the current SCIMS name and address information, and a descriptive exception type message that allows the County Office to make corrections.

If the correction is made in SCIMS, the SCIMS-PLAS update process will correct PLAS, allowing for 2 workdays. If the correction is made in PLAS, users need to process the appropriate ADPS transaction or make the appropriate contact for assistance.

The SCIMS-PLAS Exception Report is a **cumulative** report; therefore, only the most recent report is viewable each day. The following is an example format.

<u>Case Number</u>	<u>Exception Type</u>	<u>Borrower Information (P=PLAS, S=SCIMS)</u>
XX-XXX-XXXX	SCIMS TAXID INACTIVE	(P) SMITH, MARIA A 246 ELM HWY MONROE, AL 12345 (S) SMITH, MARIA A 123 COUNTY RD MONROE, AL 12345

The following table provides the description and corrective action for each exception type.

Exception Type	Description	Corrective Action
NO SCIMS BUSINESS NAME	Business name is missing in SCIMS.	Add the missing information to SCIMS.
NO SCIMS LAST NAME	Last name is missing in SCIMS.	
NO SCIMS FIRST NAME	First name is missing in SCIMS.	
NO SCIMS DELIVERY ADDRESS	Delivery address is missing in SCIMS.	
NO SCIMS CITY	City is missing in SCIMS.	
NO SCIMS STATE	State is missing in SCIMS.	
NO SCIMS ZIP CODE	ZIP Code is missing in SCIMS.	
SCIMS CONTAINS "DECEASED"	Invalid information is in the SCIMS name or address fields.	Modify borrower information in SCIMS to correct invalid information.
SCIMS CONTAINS "INVALID"		
SCIMS CONTAINS "DELETED"		
SCIMS CONTAINS "UNKNOWN"		
SCIMS CONTAINS "INACTIVE"		
NO SCIMS CURR-MAILING-INDICATOR	The borrower is in SCIMS, but the current mailing indicator has not been set.	Set the SCIMS current mailing indicator.

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*--SCIMS-PLAS ORACLE Hyperion Reports (Continued)

B SCIMS-PLAS Exception Report (Continued)

Exception Type	Description	Corrective Action
NO SCIMS MATCH FOR PLAS BUSINESS	The borrower is present in both SCIMS and PLAS, but the Type of Applicant code in PLAS does not correspond to the customer type/tax ID type combination in SCIMS.	Change the appropriate (SCIMS or PLAS) system to reflect the correct type.
NO SCIMS MATCH FOR PLAS PERSON		
SCIMS TAXID INACTIVE	Tax ID code in SCIMS is set to "Inactive".	Recode tax ID in SCIMS to "Active".
NO SCIMS INFORMATION FOR TAXID	Borrower is not present in SCIMS.	Research and determine if SCIMS input is required. Input should be justified by more than clearing the exception.
SCIMS ADDRESS EXCEEDS 38 CHARACTERS	The borrower's delivery address in SCIMS exceeds the characters accommodated in PLAS address fields (2 address fields of 19 characters each). In this case, delivery address information is truncated during the nightly update process.	Modify address information in SCIMS to condense it, using standard USPS abbreviations.

Notes: Users must exercise caution when entering/modifying information for "Delivery Address" in SCIMS, as there is no exception type provided for invalid name/address. Misspelling a name or entering an invalid address in SCIMS will result in an update to PLAS that is inaccurate and may not be detected until mail is returned as undeliverable.

A triple space between characters is used systematically to terminate the collection of SCIMS address information during the nightly PLAS update process. Erroneous spacing in SCIMS:

- will decrease the information input to PLAS
- will likely update PLAS with an incomplete address
- may sometimes create an exception for "SCIMS address exceeds 38 characters".

The SCIMS-PLAS update process does not update PLAS for a borrower that has only guaranteed loans. For a guaranteed loan-only borrower applying for a direct loan, the PLAS address information fields may not accurately populate directly from GLS. If necessary, use GLS TC 4C to correct PLAS information for guaranteed loan borrowers. The GLS TC 4C will update PLAS overnight.--*

***--SCIMS-PLAS ORACLE Hyperion Reports (Continued)**

C SCIMS-PLAS Update Report

The SCIMS-PLAS Update Report displays the current PLAS case number, TC, “PLAS” field, information in PLAS before the update, and information now in SCIMS that has most recently updated PLAS. This is a daily report and users have the option to view reports from the past 30 calendar days. The following is an example of the SCIMS-PLAS Update Report’s format.

<u>Case Number</u>	<u>Date</u>	<u>PLAS Tran Code</u>	<u>(PLAS) Field</u>	<u>Borrower Information (P=PLAS, S=SCIMS)</u>
XX-XXX-XXXX	XX/XX/XX	4C	NAME/ADDRESS	(P) SMITH, MARIA A 246 ELM HWY MONROE, AL 12345 (S) SMITH, MARIA A 123 COUNTY RD MONROE, AL 12345

Validation Action: Users review each item on the report to verify the accuracy of borrower information. If an error is detected for the information submitted in SCIMS, users shall make the necessary modification in SCIMS. A new TC 4C will then be generated as part of the nightly update process.

D SCIMS-PLAS Discrepancy Report

The SCIMS-PLAS Discrepancy Report lists TC 4C discrepancies that resulted from the previous night’s update. These discrepancies are the same as ADPS discrepancies on PLAS; however, they will **not** appear on ADPS. These discrepancies must be corrected by FLOO. Users shall contact FLOO according to paragraph 5 for assistance.

This is a daily report and users have the option to view reports from the past 30 calendar days.

Note: The SCIMS-PLAS Discrepancy Report should generally remain empty.--*

***--Type of Assistance, Fund, and Kind Codes**

These tables list all types of assistance, fund, and kind codes used in DLS, GLS and ADPS.

A Direct Farm OL's

Type of Assistance	Description	Fund Code (2-Digit)	Kind Code
050	OL – Limited Resource – 7 year	44	03
051	OL – Regular (Except Youth) – 7 year	44	01
052	OL – Youth – 7 year	44	02
104	OL – Regular (Except Youth) - 1 year - SDA	44	05
105	OL – Limited Resource – 7 year – SDA	44	15
106	OL – Regular (Except Youth) – 7 year – SDA	44	05
107	OL- Youth - 7 year - SDA	44	55
112	OL – Regular (Except Youth) – 1 year	44	01
117	OL – Limited Resource – 1 year	44	03
119	OL – Limited Resource – 1 year – SDA	44	15
151	OL – Youth – 1 year	44	02
152	OL – Youth – 1 year – SDA	44	55
209	OL – Beginning Farmer – Regular – 1 year	44	01
210	OL – Beginning Farmer – SDA – Regular – 1 year	44	05
211	OL – Beginning Farmer – Regular – 7 year	44	01
212	OL – Beginning Farmer – SDA – Regular - 7 year	44	05
217	OL – Beginning Farmer – Limited Resource – 1 year	44	03
218	OL – Beginning Farmer – SDA – Limited Resource – 1 year	44	15
219	OL – Beginning Farmer – Limited Resource – 7 year	44	03
220	OL – Beginning Farmer – SDA – Limited Resource – 7 year	44	15

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***--Type of Assistance, Fund, and Kind Codes (Continued)**

B Direct Farm OL's – ARRA (“Stimulus”)

Note: All loans with types of assistance codes shown in this table were obligated with appropriated funding received under ARRA (“Stimulus”). These types of assistance codes are not available for new loan applications; however, they are applicable for loan servicing activity.

Type of Assistance	Description	Fund Code (2-Digit)	Kind Code
564	OL – Regular (Except Youth) – 1 year	44	01
565	OL – Youth – 1 year	44	02
566	OL – Regular (Except Youth) – SDA – 1 year	44	05
567	OL – Youth – 1 year – SDA	44	55
568	OL – Beginning Farmer – Regular – 1 year	44	01
569	OL – Beginning Farmer – Regular – 1 year – SDA	44	05
570	OL – Regular (Except Youth) – 7 year	44	01
571	OL – Youth – 7 year	44	02
572	OL – Regular (Except Youth) – 7 year – SDA	44	05
573	OL - Youth - 7 year – SDA	44	55
574	OL – Beginning Farmer – Regular – 7 year	44	01
575	OL – Beginning Farmer – Regular – 7 year – SDA	44	05
576	OL – Limited Resource – 1 year	44	03
577	OL – Limited Resource – 1 year – SDA	44	15
578	OL – Beginning Farmer – Limited Resource – 1 year	44	03
579	OL – Beginning Farmer – Limited Resource – 1 year – SDA	44	15
580	OL – Limited Resource – 7 year	44	03
581	OL – Limited Resource – 7 year – SDA	44	15
582	OL – Beginning Farmer – Limited Resource – 7 year	44	03
583	OL – Beginning Farmer – Limited Resource – 7 year – SDA	44	15

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***--Type of Assistance, Fund, and Kind Codes (Continued)**

C Guaranteed Farm OL's (Both Subsidized and Nonsubsidized) (G-OL)

Type of Assistance	Description	Fund Code (2-Digit)	Kind Code
046	OL – Disaster Assistance	44	01
048	OL – Line of Credit	44	01
051	OL – Regular (Except Youth) – 7 year	44	01
103	OL – Line of Credit – SDA	44	01
108	OL – Regular (Except Youth) – 7 year – SDA	44	01
153	OL – Regular (Except Youth) – 1 year	44	01
154	OL – Regular (Except Youth) – 1 year – SDA	44	01
209	OL – Beginning Farmer – Regular – 1 year	44	01
210	OL – Beginning Farmer – Regular – 1 year – SDA	44	01
211	OL – Beginning Farmer – Regular – 7 year	44	01
212	OL – Beginning Farmer – Regular – 7 year – SDA	44	01
225	OL – Beginning Farmer – Line of Credit	44	01
226	OL – Beginning Farmer – Line of Credit - SDA	44	01

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*--Type of Assistance, Fund, and Kind Codes (Continued)

D Direct FO's

Type of Assistance	Description	Fund Code (2-Digit)	Kind Code
030	FO – Limited Resource – SDA – Ethnic	41	15
031	FO – Regular – SDA – Ethnic	41	05
034	FO - Limited Resource	41	03
036	FO - Regular	41	00
124	FO – Regular – SDA – Gender	41	05
125	FO – Limited Resource – SDA – Gender	41	15
200	FO – Beginning Farmer Down Payment	41	22
201	FO – Beginning Farmer Down Payment – SDA – Ethnic	41	23
202	FO – Beginning Farmer Down Payment – SDA – Gender	41	23
203	FO - Beginning Farmer – Regular	41	00
204	FO - Beginning Farmer – Limited Resource	41	03
205	FO – Beginning Farmer – Regular – SDA – Ethnic	41	05
206	FO – Beginning Farmer – Regular – SDA – Gender	41	05
207	FO – Beginning Farmer – Limited Resource – SDA – Ethnic	41	15
208	FO – Beginning Farmer – Limited Resource – SDA – Gender	41	15
231	FO - Participation	41	00
232	FO – Participation – SDA – Ethnic	41	05
233	FO – Participation – SDA – Gender	41	05
234	FO – Beginning Farmer – Participation	41	00
235	FO – Beginning Farmer – Participation – SDA – Ethnic	41	05
236	FO – Beginning Farmer – Participation – SDA – Gender	41	05
485	FO – Beginning Farmer Down Payment – Ethnic	41	15
486	FO – Non-Beginning Farmer Down Payment – Gender	41	15
035	FO – Non-Farm Enterprise – Limited Resource	49	03
037	FO – Non-Farm Enterprise – Regular	49	00
044	FO – Non-Farm Enterprise – SDA – Ethnic	49	00
126	FO – Non-Farm Enterprise – SDA – Gender	49	00

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***--Type of Assistance, Fund, and Kind Codes (Continued)**

E Direct FO CL's

Type of Assistance	Description	Fund Code (2-Digit)	Kind Code
590	FO – CL – Regular	30	00
591	FO – CL – Non-Beginning Farmer – SDA – Gender	30	05
592	FO – CL – Non-Beginning Farmer – SDA - Ethnic	30	05
593	FO – CL – Priority – Beginning Farmer	30	01
631	FO – CL – Priority – Beginning Farmer – SDA	30	01
632	FO – CL – Priority – Convert to Organic and Sustainable Operation	30	01
633	FO – CL – Priority – Highly Erodible Land Protection	30	01

F Guaranteed FO's (G-FO)

Type of Assistance	Description	Fund Code (2-Digit)	Kind Code
031	FO – Farm Enterprise – Regular – SDA – Ethnic	41	05
036	FO – Farm Enterprise – Regular	41	00
124	FO – Farm Enterprise – Regular – SDA – Gender	41	05
203	FO – Farm Enterprise – Beginning Farmer – Regular	41	00
205	FO – Farm Enterprise – Beginning Farmer – Regular – SDA – Ethnic	41	05
206	FO – Farm Enterprise – Beginning Farmer – Regular – SDA – Gender	41	05

G Guaranteed FO CL's (G-CL)

Type of Assistance	Description	Fund Code (2-Digit)	Kind Code
596	FO – CL – Regular	30	00
597	FO – CL – Non-Beginning Farmer – SDA – Gender	30	05
598	FO – CL – Non-Beginning Farmer – SDA – Ethnic	30	05
599	FO – CL – Priority – Beginning Farmer	30	01
634	FO – CL – Priority – SDA	30	01
635	FO – CL – Priority – Convert to Organic and Sustainable Operation	30	01
636	FO – CL – Priority – Highly Erodible Land Protection	30	01

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***--Type of Assistance, Fund, and Kind Codes (Continued)**

H EM's

Type of Assistance	Description	Fund Code (2-Digit)	Kind Code
056	EM – Actual Loss – Real Estate Purpose	43	61
060	EM – Citrus Grove Rehabilitation/Re-Establishment	43	21
092	EM – Actual Loss – Operating Purposes	43	62

I ITLAP's

Type of Assistance	Description	Fund Code (2-Digit)	Kind Code
198	Boll Weevil Eradication	44	22

J Boll Weevil Eradication Loan

Type of Assistance	Description	Fund Code (2-digit)	Kind Code
198	Boll Weevil Eradication	44	22

K Inactive or Expired Loan Programs

The types of assistance codes in the following table reflect inactive (currently not funded) loan programs. New loan obligations may not occur using these fund codes; however, they may be applicable for a loan servicing activity, such as an assumption.

Type of Assistance	Description	Fund Code (2-digit)	Kind Code
033	FO – Farm Enterprise – Debt Adjusted	41	07
038	Soil and Water – Direct Conservation	35 & 45	00
109	Soil and Water – Limited Resource	45	03
130	Soil and Water – Dire Emergency – Secured with Real Estate	45	00
039	Recreation Land	48	00
040	Grazing Loan – Association	74 & 94	00
046	OL – Disaster Assistance	44	01
047	OL – Limited Resource – Delinquent Borrower	44	04
049	OL – Debt Adjusted	44	07
102	OL – Limited Resource – Delinquent Borrower – SDA	44	45

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*--Type of Assistance, Fund, and Kind Codes (Continued)

K Inactive or Expired Loan Programs (Continued)

Type of Assistance	Description	Fund Code (2-digit)	Kind Code
053	Economic Emergency – Operating	29	11
054	Emergency Livestock	15	00
055	Economic Emergency – Real Estate	29	21
110	Homestead Protection – Credit Sales	41, 43, 44, and 45	All
118	Homestead Protection – Credit Sales- Limited Resource	41, 43, 44 and 45	All
180	Emergency – Natural Disaster	43	61
213	OL – Beginning Farmer – Regular – Special Assistance – 1 year	44	33
214	OL – Beginning Farmer – Regular – Special Assistance – SDA - 1 year	44	34
215	OL – Beginning Farmer – Regular – Special Assistance – 7 year	44	33
216	OL – Beginning Farmer – Regular – Special Assistance – SDA – 7 year	44	34
221	OL – Beginning Farmer – Limited Resource – Special Assistance – 1 year	44	43
222	OL – Beginning Farmer – Limited Resource – Special Assistance –SDA – 1 year	44	44
223	OL – Beginning Farmer – Limited Resource – Special Assistance – 7 year	44	43
224	OL – Beginning Farmer – Limited Resource – Special Assistance –SDA – 7 year	44	44
298	Emergency Loan for Seed Producers Program	44	23
299	Special Apple Loan Program	39	01
327	Horse Breeder Loan Program	43	71

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FLP Rates

A Interest Rates for FLP's

--The following provides interest rates for FLP's as of June 1, 2011.--

Loan Type	Current Rate (%)	Date Set
Rural Housing - Farm Loan Purposes		
Note: For the current interest rate, contact the National Office.		
Operating	*--2.75	6/1/11--*
Operating – Limited Resource	5.00	12/1/90
Farm Ownership and Conservation Loans	5.00	4/1/11
Farm Ownership – Limited Resource	5.00	4/1/86
Farm Ownership – Down Payment	1.50	5/22/08
Farm Ownership – Joint Financing	5.00	3/24/97
Soil and Water	5.00	4/1/11
Soil and Water – Limited Resource	5.00	7/1/92
Recreation – Individual	5.00	4/1/11
Farmer Program – Homestead Protection	5.00	4/1/11
Shared Appreciation Amortization	4.00	4/1/11
Softwood Timber Loans	5.00	4/1/11
Economic Emergency – Operating	*--2.75	6/1/11--*
Economic Emergency – Real Estate	5.00	4/1/11
Emergency – Amount of Actual Loss	3.75	1/25/94
Emergency – Major Adjustment: Subtitle A Purpose (Excess of Loss)	*--6.875	6/1/11
Emergency – Major Adjustment: Subtitle B Purpose (Excess of Loss)	5.00	6/1/11
Emergency – Annual Production	5.00	6/1/11
Nonprogram - Chattel Property	5.00	6/1/11
Nonprogram - Real Property	6.875	6/1/11
Apple Loans	1.25	6/1/11--*
Association – Grazing	5.00	4/1/11
Association – Irrigation and Drainage	5.00	4/1/11
Indian Land Acquisition	5.00	2/1/91

Publication 622, which provides amortization tables and financial basic payment tables, is available from MSD Warehouse. To request Publication 622, complete FSA-159, available at <http://165.221.16.90/dam/ffasforms/forms.html>, and submit it by 1 of the following methods:

- FAX to 816-823-4740 or 816-823-4741
- e-mail to **ra.mokansasc2.kcasbwhse**
- mail to:

USDA/FSA/Kansas City Warehouse
9240 Troost Ave
Kansas City MO 64131.

FLP Rates (Continued)

B Treasury Rates

The following table provides the applicable Treasury rates.

Treasury Rates	Current Rate (%)	Date Set
90-Day Treasury Bill	0.125	10/1/09
Treasury Judgment Rate (see Note)	*--0.20	6/1/11--*

Notes: The 90-Day Treasury Bill rate is entered in eDALR\$ as the “Discount Rate” and is used to calculate present value and net recovery value.

The treasury judgment rate is the interest rate applicable to deficiency judgments for all loan types (pursuant to 28 U.S.C. Section 1961). The rate is based on the weekly average 1-year CMT yield published by the Federal Reserve System, Board of Governors. The rate shown is the most current rate posted to the Federal Reserve web site and is dated the *--week ending May 6, 2011. The actual judgment rate is the rate for the calendar week--* preceding the date the defendant becomes liable for interest. Access the Federal Reserve web site www.federalreserve.gov/releases/H15/current for the weekly average 1-year CMT yield.

C Historical 90-Day Treasury Bill Rates

The following table provides the historical 90-day Treasury bill rates.

Effective Date	Rate (%)	Effective Date	Rate (%)
December 1, 1988	7.500	December 1, 1990	7.500
January 1, 1989	7.875	January 1, 1991	7.375
February 1, 1989	8.250	February 1, 1991	7.125
March 1, 1989	8.500	March 1, 1991	6.500
April 1, 1989	8.750	April 1, 1991	6.250
May 1, 1989	9.000	May 1, 1991	6.125
June 1, 1989	9.150	June 1, 1991	5.875
July 1, 1989	8.750	July 1, 1991	5.750
August 1, 1989	8.625	October 1, 1991	5.625
September 1, 1989	8.250	November 1, 1991	5.375
October 1, 1989	8.125	December 1, 1991	5.250
December 1, 1989	8.000	January 1, 1992	4.875
February 1, 1990	7.875	February 1, 1992	4.375
April 1, 1990	8.000	March 1, 1992	3.875
May 1, 1990	8.125	May 1, 1992	4.125
July 1, 1990	8.000	June 1, 1992	4.000
October 1, 1990	7.750	July 1, 1992	3.750
November 1, 1990	7.625	September 1, 1992	3.500

Program Authority to Request Contract Services and Make Noncontractual Payments –
Recoverability of PLCE’s – Effective October 1, 2010

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LOAN MAKING	Contract Purpose	Detail	Comment	PAC Code	Authority	Recoverable/Nonrecoverable
Inspection	Real Estate			1A1	S	Nonrecoverable
	Chattel/Crop			1A2	S	Nonrecoverable
Appraisals	Real Estate		Note 10	1B1	S	Nonrecoverable
	Chattel/Crop			1B2	S	Nonrecoverable
Analysis	Farm Business Planning			1C4	S	Nonrecoverable
	Financial Analysis			1C7	S	Nonrecoverable
Information Services	Data Processing/Info Gathering		Note 6	1D2	S	Nonrecoverable
	Comparable and Market Studies			1D3	S	Nonrecoverable
	Advertising			1D4	SC	Nonrecoverable
	State Database Access Fees		Note 7	*--1DA	S	Nonrecoverable
Professional Services	SAVE Citizenship Verification Database Access			1DB--*	S	Nonrecoverable
	Interpreter Services			1E9	SC	Nonrecoverable
Environmental	Mediation (No State Program)			1EA	S	Nonrecoverable
	NEPA Compliance		Note 2	1J1	S	Nonrecoverable
Loan Account Maintenance	NEPA Environmental Impact Statements			1J2	A	Nonrecoverable
	Archaeological Surveys			1J4	S	Nonrecoverable
	Miscellaneous Historical Preservation Activities			1J5	S	Nonrecoverable
	Endangered Species Studies			1J6	S	Nonrecoverable
	Wetland Delineations			1J7	S	Nonrecoverable
	Phase I Environmental Site Assessments		Note 3	1J1	S	Nonrecoverable
	Phase II Environmental Site Assessments		Note 3	1J1	S	Nonrecoverable
Managerial	Legal Documentation Expenses		Note 4	1N5	SC	Nonrecoverable
	Mediation (State Certified Program)			1N6	S	Nonrecoverable
	Electronic UCC Recording and Filing		Notes 5 & 6	1NE	SC	Recoverable
Other	Credit Reports			1Y1	SC	Recoverable
	Miscellaneous		Note 1	1Z1	A	Recoverable/Nonrecoverable

Authorities: A=Administrator; S=State Office; C=FLM

Program Authority to Request Contract Services and Make Noncontractual Payments – Recoverability of PLCE’s – Effective October 1, 2010 (Continued)

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LOAN SERVICING	Contract Purpose	Detail	Comment	PAC Code	Authority	Recoverable/Nonrecoverable
Inspection	Real Estate			2A1	S	Nonrecoverable
	Real Estate - Foreclosure Only			4A1	S	Recoverable
	Chattel/Crop			2A2	S	Nonrecoverable
	Chattel/Crop - Foreclosure Only			4A2	S	Recoverable
Appraisals	Real Estate		Note 10	2B1	S	Nonrecoverable
	Real Estate - Foreclosure Only			4B1	S	Recoverable
	Chattel/Crop			2B2	S	Nonrecoverable
	Chattel/Crop - Foreclosure Only			4B2	S	Recoverable
Analysis	Year-end Analysis			2C1	S	Nonrecoverable
	Farm Business Planning			2C4	S	Nonrecoverable
	Financial Analysis			2C7	S	Nonrecoverable
Information Services	Data Processing/Info Gathering		Note 6	2D2	S	Nonrecoverable
	Comparable and Market Studies			2D3	S	Nonrecoverable
	Advertising			2D4	SC	Nonrecoverable
	Advertising - Foreclosure Only			4D4	SC	Recoverable
	State Database Access Fees		Note 7	*--2DA	S	Nonrecoverable
	SAVE Citizenship Verification Database Access			2DB--*	S	Nonrecoverable
Professional Services	Surveying			4E2	S	Recoverable
	Investigation			4E3	S	Recoverable
	Bankruptcy			2E4	S	Nonrecoverable
	Foreclosure (Non-Judicial State)			4E5	S	Recoverable
	Title Search/Title Opinion			2E6	SC	Nonrecoverable
	Title Search/Title Opinion - Foreclosure Only			4E6	SC	Recoverable
	Trustee Agency (Foreclosure Actions)			4E7	S	Recoverable
	--Auction Costs/Auctioneer/Master-in-Equity--		Note 9	4E8	S	Recoverable
	Interpreter Services			2E9	SC	Nonrecoverable
	Mediation (No State Program)			2EA	S	Nonrecoverable
	Mediation (No State Program) - Foreclosure Only			4EA	S	Recoverable
	Attorney Serv. Foreclosure (Judicial)		Note 17	4EB	S	Recoverable
	Litigation Guarantee			*--2EG	SC	Nonrecoverable
	Litigation Guarantee - Foreclosure Only			4EG--*	SC	Recoverable
	Abstract/Stub Abstract			2EH	SC	Nonrecoverable

Authorities: A=Administrator; S=State Office; C=FLM

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Program Authority to Request Contract Services and Make Noncontractual Payments – Recoverability of PLCE’s – Effective October 1, 2010 (Continued)

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LOAN SERVICING - continued	Detail	Comment	PAC Code	Authority	Recoverable/Nonrecoverable
Contract Purpose			*--4EH		Recoverable
Professional Services (continued)	Abstract/Stub Abstract - Foreclosure Only			SC	Recoverable
	Law Enforcement Services	Note 15	4EJ--*	S	Recoverable
	Real Estate Broker		4H1	SC	Recoverable
Maintenance/Management	Property Management /Caretaking		4F1	SC	Recoverable
	Hauling		4F2	SC	Recoverable
	Temporary Custodial	Note 14	4F3	SC	Recoverable
	Ground Rents		*--4F5	SC	Recoverable
	Harvesting Costs		4F6--*	SC	Recoverable
	Repairs	Note 14	4G1	SC	Recoverable
Environmental	NEPA Compliance	Note 2	2J1	S	Nonrecoverable
	NEPA Environmental Impact Statements		2J2	A	Nonrecoverable
	Archaeological Surveys		2J4	S	Nonrecoverable
	Miscellaneous Historical Preservation Activities		2J5	S	Nonrecoverable
	Endangered Species Studies		2J6	S	Nonrecoverable
	Wetland Delineations		2J7	S	Nonrecoverable
	Phase I Environmental Site Assessments	Note 3	2J1	S	Nonrecoverable
	Phase I Environmental Site Assessments - Foreclosure Only	Note 3	4J1	S	Recoverable
	Phase II Environmental Site Assessments	Note 3	2J1	S	Nonrecoverable
	Phase II Environmental Site Assessments - Foreclosure Only	Note 3	4J1	S	Recoverable
	Water Testing/Sewer Inspection		*--4JK--*	S	Recoverable
Loan Account Maintenance	Real Estate Taxes		2N1	SC	Recoverable
	Personal Property Taxes		2N2	SC	Recoverable
	Insurance	Note 1	2N3	A	Recoverable
	Prior, Junior, & Judgment Liens		2N4	S	Recoverable
	Legal Documentation Expenses	Notes 4 & 13	2N5	SC	Recoverable/Nonrecoverable
	Mediation (State Certified Program)		2N6	S	Nonrecoverable
	Mediation (State Certified Program) - Foreclosure Only		4N6	S	Recoverable
	Utilities - Foreclosure Only	Note 16	4NA	SC	Recoverable
	Co-Pay/Homestead Appraisals	Note 10	2ND	S	Nonrecoverable
	Electronic UCC Recording and Filing	Notes 5 & 6	2NE	SC	Recoverable
	Online Bidding Registration Fees - Foreclosure Only		*--4NG	SC	Recoverable
	State Lease	Note 18	4NH--*	SC	Recoverable

Authorities: A=Administrator; S=State Office; C=FLM

Program Authority to Request Contract Services and Make Noncontractual Payments – Recoverability of PLCE’s – Effective October 1, 2010 (Continued)

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LOAN SERVICING - continued						
<u>Contract Purpose</u>	<u>Detail</u>	<u>Comment</u>	<u>PAC Code</u>	<u>Authority</u>	<u>Recoverable/Nonrecoverable</u>	<u>Recoverable/Nonrecoverable</u>
Managerial	Credit Reports		2Y1	S		Nonrecoverable
Other	Miscellaneous	Note 1	2Z1	A		Recoverable/Nonrecoverable
INVENTORY PROPERTY						
<u>Contract Purpose</u>	<u>Detail</u>	<u>Comment</u>	<u>PAC Code</u>	<u>Authority</u>	<u>Nonrecoverable/Recoverable</u>	<u>Nonrecoverable/Recoverable</u>
Inspection	Real Estate		5A1	S		Nonrecoverable
	Chattels/Crops		5A2	S		Nonrecoverable
Appraisals	Real Estate	Note 10	5B1	S		Nonrecoverable
	Chattel/Crop		5B2	S		Nonrecoverable
Information Services	Advertising		5D4	SC		Recoverable
Professional Services	Surveying		5E2	S		Nonrecoverable
	Investigation		5E3	S		Nonrecoverable
	Title Search/Title Opinion		5E6	SC		Nonrecoverable
	Auction Costs/Auctioneer	Note 9	5E8	S		Recoverable
	Interpreter Services		5E9	SC		Nonrecoverable
	Mediation (No State Program)		5EA	S		Nonrecoverable
	Attorney Serv. Foreclosure (Judicial)	Note 17	5EB	S		Nonrecoverable
	Law Enforcement Services	Note 15	*--5EJ--*	S		Nonrecoverable
	Real Estate Broker		5H1	SC		Recoverable
Maintenance/Management	Property Management /Caretaking		5F1	SC		Nonrecoverable
	Hauling		5F2	SC		Nonrecoverable
	Ground Rents		*--5F5	SC		Nonrecoverable
	Harvesting Costs		5F6--*	SC		Nonrecoverable
	Repairs	Note 13	5G1	SC		Recoverable
Environmental	NEPA Compliance	Note 2	5J1	S		Nonrecoverable
	NEPA Environmental Impact Statements		5J2	A		Nonrecoverable
	Archaeological Surveys		5J4	S		Nonrecoverable
	Miscellaneous Historical Preservation Activities		5J5	S		Nonrecoverable

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Program Authority to Request Contract Services and Make Noncontractual Payments –
Recoverability of PLCE's – Effective October 1, 2010 (Continued)

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INVENTORY PROPERTY - continued		Detail	Comment	PAC Code	Authority	Nonrecoverable/Recoverable
Contract Purpose	Environmental - continued					
	Endangered Species Studies			5J6	S	Nonrecoverable
	Wetland Delineations			5J7	S	Nonrecoverable
	Preliminary Assessments			5J8	S	Recoverable
	Site Inspections/Remedial Investigations	Note 11		5J9	S	Recoverable
	Remedial Actions	Note 11		5JA	S	Recoverable
	Removal Actions	Note 11		5JB	S	Recoverable
	Emergency Response Activities	Notes 11 & 12		5JC	S	Recoverable
	Underground Storage Tank Actions	Notes 11 & 12		5JD	S	Recoverable
	Lead Based Paint Testing/Inspections	Notes 11 & 12		5JF	S	Nonrecoverable
	Lead Based Paint Abatement Activities	Note 11		5JG	S	Recoverable
	Phase I Environmental Site Assessments	Note 11		5JI	S	Nonrecoverable
	Phase II Environmental Site Assessments	Note 3		5JJ	S	Nonrecoverable
	Water Testing/Sewer Inspection	Note 3		*--5JK--*	S	Nonrecoverable
	Real Estate Taxes			5N1	SC	Recoverable
	Personal Property Taxes			5N2	SC	Recoverable
	Insurance			5N3	A	Recoverable
	Prior, Junior & Judgment Liens			5N4	S	Recoverable
	Legal Documentation Expenses		Note 4	5N5	S	Nonrecoverable
	Mediation (State Certified Program)			5N6	S	Nonrecoverable
	Utilities			5NA	SC	Nonrecoverable
	Selling Points		Note 16	5NC	S	Recoverable
	Right of Way Access		Note 8	*--5NF	S	Recoverable
	State Lease		Note 18	5NG--*	S	Recoverable
Other	Miscellaneous		Note 1	5Z1	A	Nonrecoverable

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Program Authority to Request Contract Services and Make Noncontractual Payments –
Recoverability of PLCE’s – Effective October 1, 2010 (Continued)

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<u>NOTE</u>	<u>DESCRIPTION</u>
1	Requires written permission to use from the Administrator or Administrator’s designee; contact LMD or LSPMD, as applicable.
2	Includes NEPA Environmental Assessments and Miscellaneous NEPA Studies.
3	These activities refer to due diligence investigations conducted to evaluate real property for the presence of contamination in loan making and loan servicing activities according to 1-EQ.
4	Includes recording and filing fees; obtaining copies of plats, mortgages, judgments, etc.; other similarly related expenses at offices such as Clerk of Court, Register of Mesne Conveyance, Register of Deeds, Department of Motor Vehicles, etc.
5	Use for UCC recording and filing in situations when funds have been collected from the applicant and remitted with Miscellaneous code 36 or 38 (Ref. 3-FI, Exhibit 5) to pay Secretary of State, to replenish prepaid accounts or to pay monthly invoices from third party processors for Secretary of State fees only. Use Data Processing code (Information Services/Data Processing) to pay third party processing fees charged FSA to process UCC filings and conduct searches; see Note 6.
6	Includes fees charged by third party processors to process UCC filings and searches.
7	Process as a single source financial transaction; includes access to PACER, state databases for real estate and/or equipment appraisals, etc.
8	Use in the acquisition of real estate or property rights necessary only to sell inventory real property, not for the purpose of increasing the financial return to FSA. Includes easement, right-of-way, ingress/egress.
9	Includes online auction fees, auction storage fees, auction rental fees, auctioneer fees/commission, and other similarly related costs.
10	For appraisals completed for Homestead Protection, use ND, "Co-Pay/Homestead Appraisals." Co-Pay appraisals are not authorized for Government Inventory Property.
11	Activities may be conducted on custodial property if necessary to protect the Agency’s security interest.
12	These activities are applicable for pre-remedial and remedial response actions conducted pursuant to the Comprehensive Environmental Response Compensation and Liability Act, Resource Conservation and Recovery Act, and Toxic Substance Control Act or State laws governed by these statutes. All response actions shall be conducted by environmental professionals.
13	Servicing activities should be charged as a recoverable cost, except when State law, supported by an opinion from the Regional Attorney, provides otherwise.
14	Expenditures in excess of an aggregate amount of \$1,000 per property as outlined in 4-FLP and 5-FLP must have the prior written approval of SED.

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