

For: State and County Offices

Implementing the New Guaranteed Loan System (GLS)

Approved by: Deputy Administrator, Farm Loan Programs



1 Overview

A

Background

FSA is converting from the Guaranteed Loan Accounting System (GLAS) to the new GLS. As a result, processing transactions through the Automated Discrepancy Processing System (ADPS) will be disabled for all GLS transactions.

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Purpose

This notice provides information about the following:

- the implementation schedule for GLS
- ADPS transactions impacted by the conversion
- procedures for obtaining guaranteed loan reports
- inquiry screens impact by the conversion
- GLS training.

Note: This notice describes the loan servicing portion of GLS (NITC). Block mode applications and obligations are still entered in GLS through the internet.

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Contact

State Offices shall direct questions about this notice to Pat Elzinga, Loan Making Division (LMD) at 202-690-1729.

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| Disposal Date | Distribution |
| June 1, 2001 | State Offices; State Offices relay to County Offices |
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2 Conversion Process

A Implementation Schedule

The schedule for implementation is as follows.

April 18, 2001 - User signoff (Approval)

April 19, 2001 - Systems will begin their migration process

April 30, 2001 - Final GLAS update will run

May 1, through May 7, 2001 - no Guaranteed Loan system will be available

May 8, 2001 - New GLS will be available and first update will run this night

State and County Office personnel should note the above dates and enter any obligations or other transaction, that are possible, before the shut down date. Also, State and County Office personnel must continue to update MAC.

Note: There will be a pooling of funds, as announced in Notice FLP-200.

B ADPS Transactions

All guaranteed loan transactions currently input through ADPS will be disabled with the implementation of the new software at the end of **April 2001**. Beginning May 8, 2001, transactions must be input through GLS. The option for GLS off the NITC menu is titled "GUARLOAN" with the description being Guaranteed Loan.

For an **emergency** transactions that must be completed, the form(s) for the transaction may be FAXed to St. Louis Finance Office at 314-539-6447 and the staff will process the transaction.

The transactions that will be removed from ADPS are those found in the ADPS Manual, Volume 7, Book 4 or Volume 15, are:

- GA/4030 (Guaranteed Loan Closing Report)
- GB/4031 (Interest Assistance/Interest Rate Buydown/Subsidy Payment to Guaranteed Loan Lender)
- HA/4930 (Reverse a Guaranteed Loan Closing Report)
- HB/4931 (Reverse/Adjust a Subsidy Payment to Guaranteed Loan Lender).

Note: HA/4930 and HB/4931 are Finance Office **only** transactions.

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2 Conversion Process (Continued)

B

ADPS Transactions (Continued)

Any transactions input through ADPS to process on **April 27, 2001**, will process through the regular nightly update. However, transactions that are on ADPS on **April 30, 2001**, will be marked for deletion and will be removed the night of **April 30, 2001**, before the ADPS update begins. Transactions on ADPS **April 30, 2001**, should be printed for your records. Input these transactions into GLS when the implementation of the new software is completed on **May 8, 2001**.

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Inquiry Screens

The following inquiry screens will also be removed from the ADPS options after implementation.

- BD - Guaranteed Farmer Program Interest Rate Buydown Information
 - FI - Guaranteed Farmer Program Interest Assistance Information
 - GL - Guaranteed Loan Account Information
 - LI- Guaranteed Loan Lender Information.
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Reporting Capabilities

Reporting capabilities will also be affected by converting to the new software. Reports currently accessed through FOCUS will be available through the GLS website at <https://gls.usda.gov> by selecting the Reports hyperlink. The current GUAR FOCUS files will not be updated after April 30, 2001.

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GLS Manual

The GLS Manual, Loan Servicing User Guide, has been posted to the GLS website at https://gls.usda.gov/fsa_index.asp and to BBS for use by State and County Offices.

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Training

Training will be provided at a future date at the Training Center, 2350 Market Street, St. Louis, Missouri. Training will cover use of GLS and management use of the reports generated from GLS. Additional details on the training will be provided in an upcoming FLP notice.
