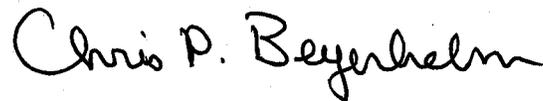


For: FLP Employees

Conservation Loan (CL) Program Training and Implementation

Approved by: Deputy Administrator, Farm Loan Programs



1 Overview

A Background

The new CL Program makes loan funds available to farmers and ranchers seeking to apply conservation practices, which are approved by NRCS. It is now possible to make a direct or guaranteed CL.

B Purpose

This notice provides information on the following:

- employee training format and availability
- State Office point of contact designation
- CL Program implementation.

2 Training Format and Availability

A Training Availability and Dates

Training for implementing the CL Program will be available for employees, with Level 2 eAuthentication, to access.

- AgLearn CL training will be available **September 2, 2010**, and must be completed by **September 16, 2010**.
- A link to the applicable training materials will be posted in the employee's Learning Plan in AgLearn.
- Exhibit 1 provides instructions for accessing the training in Aglearn.
- This training is required for all FLP employees, including supervisors.

Disposal Date

January 1, 2011

Distribution

All FLP employees; State Offices relay to County Offices

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2 Training Format and Availability (Continued)

B State Office Action

State Offices should designate a point of contact for questions and concerns related to the CL Program. E-mail the following information for the designated State Office point of contact to Connie Holman at **connie.holman@wdc.usda.gov** by **September 9, 2010**:

- name
- title
- telephone number
- e-mail address.

Note: Plans are underway to compile questions and answers for Field Offices.

C CL Program Implementation Date

The implementation date for the CL Program will be **September 3, 2010**.

D Contact and Support Information

For questions about this notice concerning:

- AgLearn, contact Bessy Plaza by either of the following:
 - e-mail at **bessy.plaza@wdc.usda.gov**
 - telephone at 202-401-0365
- loan making, contact Connie Holman by either of the following:
 - e-mail at **connie.holman@wdc.usda.gov**
 - telephone at 202-690-0756
- loan servicing, contact Mike Cumpton by either of the following:
 - e-mail at **mike.cumpton@wdc.usda.gov**
 - telephone at 202-690-4014.

Instructions for Accessing Aglearn Training for Implementing the CL Program

Access Aglearn training for implementing the CL Program according to the following steps.

Step	Action
1	Access AgLearn at http://www.aglearn.usda.gov .
2	Under the "Learner Center" tab, CLICK: <ul style="list-style-type: none"> • "Learner Login" • "I Agree".
3	On the eAuthentication Login Screen: <ul style="list-style-type: none"> • enter user ID and password • CLICK "Login".
4	Click on " Learning ", then " Learning Plan ".
5	Locate "FSA Conservation Loan Training" and under the "Action" column CLICK " Launch content ". Note: It will take a few moments for the Online Content Structure Screen to be displayed.
6	Under the Content Structure column, locate and CLICK on " FSA Conservation Loan Training Video ".
7	At the "End of video", click on the " X " at the top to exit.
8	Click on the " Return to Content Structure " button.
9	Click on FSA Conservation Loan Training PDF .
10	At the "End of Power Point", click on the " X " at the top to exit.
11	Click on the " Return to Content Structure " button.
12	Click on FSA Confirmation Survey review and click submit .
13	Check your Learning History to ensure that this training has been marked complete