

**UNITED STATES DEPARTMENT OF AGRICULTURE**

Farm Service Agency  
Washington, DC 20250

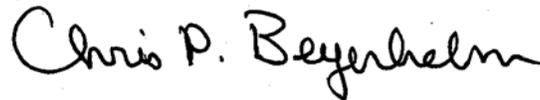
**Notice FLP-618**

1-FLP, 2-FLP, 3-FLP,  
4-FLP, 5-FLP

**For:** State and County Offices

**Announcing the Availability of “Your Guide to FSA Farm Loans”**

**Approved by:** Deputy Administrator, Farm Loan Programs



**1 Overview**

**A Background**

A settlement agreement was signed on October 19, 2010, to resolve the class action lawsuit, *Keepseagle v. Vilsack*, and approval was provided by the Court on April 11, 2011. Section XII D 2 of the agreement required USDA to “develop and release a plain language customer’s guide on how to apply for farm loans and farm loan servicing.”

**B Purpose**

This notice:

- announces:
  - completion of the plain language guide, titled “Your Guide to FSA Farm Loans” (Guide)
  - the availability of the Guide on the FSA website
- provides information to State and County Offices about the planned distribution of the Guide.

<b>Disposal Date</b>	<b>Distribution</b>
October 1, 2012 7-10-12	State Offices; State Offices relay to County Offices

## Notice FLP-618

### 1 Overview (Continued)

#### C Contacts

If there are questions about this notice:

- County Offices shall contact the State Office
- State Offices shall contact either of the following:
  - Lorraine Campbell by either of the following:
    - e-mail to **Lorraine.Campbell@wdc.usda.gov**
    - telephone at 202-690-2850
  - Bill Cobb by either of the following:
    - e-mail to **Bill.Cobb@wdc.usda.gov**
    - telephone at 202-720-1059.

### 2 Guide Availability

#### A Electronic Access to the Guide

A link to an electronic copy of the Guide is available on the FSA website at <http://www.fsa.usda.gov/dafl>.

#### B Distributing Copies to Certain State and County Offices

Within the next 3 weeks, the following FSA offices will receive 100 copies of the Guide:

- all FSA State Offices
- all Type 1 County Offices
- all Type 2 County Offices.

**Notes:** Distribution will not be made directly to Type 3 County Offices. Copies may be obtained, as needed, according to subparagraph E.

Some State Offices provided modifications to the list of offices receiving copies. Questions about offices selected for distribution should be referred to FLC.

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### 2 Guide Availability (Continued)

#### C Distributing Copies to Certain Tribal Organizations

The National Office will send Exhibit 1 to:

- Intertribal Agriculture Council
- Indian Land Tenure Foundation.

**Note:** Copies of the Guide will be sent separately within the next 3 weeks.

#### D Notifying Tribal Leaders and Certain Tribal Organizations

The National Office will send Exhibit 2, to provide notification of the Guide's availability on the FSA website to the following:

- Tribal Leaders in Alaska, and Tribal Leaders in the lower 48 States
- 1994 Land Grant Colleges
- AIHEC Schools
- Intertribal Organizations
- Intertribal Natural Resource Groups.

#### E Requesting Copies

Offices may request copies of the Guide (BR-01) by completing FSA-159, available at <http://intranet.fsa.usda.gov/dam/ffasforms/forms.html>, and submitting it to the KC Warehouse by 1 of the following methods:

- FAX to 816-823-4740 or 816-823-4741
- e-mail to [ra.mokansasc2.kcasbwhse](mailto:ra.mokansasc2.kcasbwhse)
- mail to:

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

#### F Notifying Other Organizations

The Guide was developed in response to the *Keepseagle v. Vilsack* Settlement Agreement; however, it was designed to be used by any FLP applicant needing additional assistance. Notification of the Guide's availability on the website will be provided in the near future to community based organizations (CBO) and agriculture-related organizations.

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### 3 Using the Guide

#### A Providing Printed Copies

FSA offices will provide printed copies only to applicants and borrowers needing additional assistance to obtain FLP services.

**Note:** Because of budget constraints, the printed Guide should not be routinely distributed with every request for FLP assistance.

#### B Electronic Version

FSA offices will encourage CBO's, applicants, and borrowers to use the electronic version of the Guide.

**Notification to Intertribal Agriculture Council and Indian Land Tenure Foundation**

The following is a copy of the notification sent to the Intertribal Agriculture Council and Indian Land Tenure Foundation.

  
**United States  
Department of  
Agriculture**  
  
Farm and Foreign  
Agricultural  
Services  
  
Farm Service  
Agency  
  
1400 Independence  
Avenue, SW  
Stop 0501  
Washington, DC  
20250-0501

July 6, 2012

Dear :

I am committed to ensuring that the Farm Service Agency (FSA) serves American Indian/Alaskan Native farmers and ranchers in the administration of its farm loan programs.

As part of the settlement agreement to resolve the class action lawsuit, *Keepseagle v. Vilsack*, we committed to develop and release a plain language customer's guide on how to apply for farm loans and farm loan servicing.

I am writing to you today to announce that the guide has been completed. The guide is entitled, "Your Guide to FSA Farm Loans" and is currently available online at <http://www.fsa.usda.gov/dafl>. The guide provides information on farm loan programs and loan servicing, as well as a list of other resources that are available to farmers and ranchers.

We will be sending you 100 copies of the guide for your use. You should receive the copies within the next few weeks.

I hope that you find the guide useful.

Sincerely,

*Bruce Nelson*

Bruce Nelson  
Administrator

  
FARM SERVICE AGENCY

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Notification to Tribal Leaders and Certain Tribal Organizations

The following is a copy of the notification sent to Tribal Leaders and certain Tribal Organizations.



United States  
Department of  
Agriculture

Farm and Foreign  
Agricultural  
Services

Farm Service  
Agency

1400 Independence  
Avenue, SW  
Stop 0501  
Washington, DC  
20250-0501

July 6, 2012

[Tribal Organization]  
[Email/Mailing Address]

Dear [Tribal Leader]:

I am committed to ensuring that the Farm Service Agency (FSA) serves American Indian/Alaskan Native farmers and ranchers in the administration of its farm loan programs.

As part of the settlement agreement to resolve the class action lawsuit, *Keepseagle v. Vilsack*, we committed to develop and release a plain language customer's guide on how to apply for farm loans and farm loan servicing.

I am writing to you today to announce that the guide has been completed. The guide is entitled, "Your Guide to FSA Farm Loans" and is currently available online at <http://www.fsa.usda.gov/daf1>. The guide provides information on farm loan programs and loan servicing, as well as a list of other resources that are available to farmers and ranchers.

I hope that you find the guide useful.

Sincerely,



Bruce Nelson  
Administrator



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