

**UNITED STATES DEPARTMENT OF AGRICULTURE**

Farm Service Agency  
Washington, DC 20250

**Notice FLP-905**

1-FLP, 3-FLP

**For:** State and County Offices

**Microsoft Teams Live Event  
FSA Online Loan Application (OLA) Training**

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



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**1 Overview**

**A Background**

Executive Order 14058 of December 13, 2021, “Transforming Federal Customer Experience and Service Delivery to Rebuild Trust in Government,” instructed the Secretary of Agriculture to “...design and implement a simplified direct loan application process.”

To comply with the Executive Order, LMD has developed an FSA Online Loan Application (OLA). In addition, a separate internal Online Loan Application Review (OLAR) dashboard was built to facilitate review of OLA submissions. OLA is scheduled for nationwide launch by November 30, 2023.

To prepare for the nationwide OLA launch, the LMD will conduct Microsoft Teams live event trainings that will cover the following topics:

- Introduction to the FSA Online Loan Application (OLA)
- Introduction to the FSA Online Loan Application Review (OLAR).

All FLP employees expected to receive, review, or process an OLA submission are required to participate in at least 1 of the trainings, or to view a recording of the live event training.

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**Disposal Date**

January 1, 2024

**Distribution**

State Offices; State Offices relay to County  
Offices

## 1 Overview (Continued)

### B Purpose

This notice provides:

- contact information
- instructions for accessing the training
- information on questions and answers during the training
- guidance on how to access training materials
- guidance on how to access the recording of the training.

### C Contact

If there are questions about this notice:

- County Offices will contact State Offices
- State Offices will contact Matthew Christian, Senior Loan Officer, by email to [matthew.christian@usda.gov](mailto:matthew.christian@usda.gov).

## 2 Participating in the Microsoft Teams Live Event

### A Accessing the Live Event

The 2 live event training sessions will be held on the following date and times. Participants only need to attend 1 session. Click the applicable session link to access the live event on Thursday, November 2, 2023:

10 a.m. - 12 p.m. ET [Live Event](#)

2 p.m. - 4 p.m. ET [Live Event](#).

### B Questions and Answers (Q & A)

The Q&A feature within each Microsoft Teams live event will be available throughout the training; however, questions will be answered as time allows. If time does not allow for all questions to be addressed, a follow-up document with all Q&A's will be posted to the FLP Training SharePoint at [Farm Loan Programs Training - Home](#).

**2 Participating in the Microsoft Teams Live Event (Continued)**

**C Training Materials**

PowerPoint slides and other training materials will be available after the training on the FLP Training SharePoint at [Farm Loan Programs Training - Home](#).

**D Accessing the Recording**

The training will be recorded. Attendees unable to participate in either session can view the recorded training on the FLP Training SharePoint at [Farm Loan Programs Training - Home](#).