

For: State and County Offices

FAS-931's for Trade Adjustment Assistance (TAA)

Approved by: Deputy Administrator, Farm Programs



1 Instructions

A Background

County Offices currently send FAS-931 to TAA applicants that have been disapproved by FAS for a cash payment. TAA application software was revised in calendar year 2005 so that FAS-931's would be:

- computer-generated
- inclusive of the reason/reasons for the disapproval.

FAS-931 was revised in October 2005, but the updated version has **not** been incorporated into the TAA application software. Additionally, 1 or more of the pre-printed reasons for the disapproval exclude the very important word "not". Thus, the letter may be incorrect.

B Purpose

This notice instructs County Offices to discontinue using the computer-generated FAS-931.

C County Office Action

Until further notice, County Offices shall:

- immediately discontinue using the computer-generated FAS-931
- access FAS-931 located at <http://165.221.16.90/dam/ffasforms/forms.html>
- manually complete FAS-931 before sending it to the disapproved applicant
- ensure that FAS-931 includes all reasons for the disapproval of any cash benefit.

Disposal Date	Distribution
December 1, 2006	State Offices; State Offices relay to County Offices