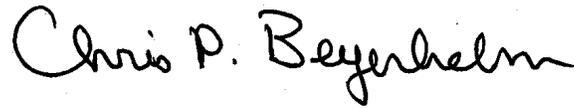


UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency
Washington, DC 20250

General Program Administration 1-FLP (Revision 1)	Amendment 84
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Approved by: Deputy Administrator, Farm Loan Programs



Amendment Transmittal

A Reasons for Amendment

Subparagraph 142 A has been amended to update sources of chattel values.

Paragraphs 165 and 166 have been rearranged for better organization.

Exhibit 7 has been amended to update FLM/SFLO delegations.

Exhibit 17 has been amended to provide interest rates for FLP's.

Exhibit 25 has been amended to update the title.

Page Control Chart		
TC	Text	Exhibit
1-4	6-5, 6-6 7-1, 7-2 7-7, 7-8 7-11 through 7-18 7-23, 7-24	1, pages 1-4 page 5 7, pages 1, 2 17, pages 1, 2 25, pages 1-6 page 7

Table of Contents

Page No.

Part 1 Introduction and Purpose

1	Purpose and Sources of Authority	1-1
2	Related References.....	1-2
3	FLP Forms	1-4
4	FLP Organizational Structure	1-7
5	FLOO Contacts	1-11
6-20	(Reserved)	

Part 2 FLP Authorities

21	Overview.....	2-1
22	General Delegation Requirements	2-2
23	State Office and Service Center Authorities.....	2-4
24	Delegating Appraisal Authority.....	2-7
25	Delegating Loan Approval Authority	2-8
26	Delegating Loan Servicing Authority.....	2-11
27	Maintaining Approval Authority	2-12
28	Establishing Credit Quality Standards.....	2-14
29	Maximum Loan Authorities.....	2-15
30-40	(Reserved)	

Part 3 Miscellaneous Procedures and Systems

41	Nondiscrimination in FLP.....	3-1
42	Appeals	3-6.8
43	Debarment and Suspension.....	3-10.5
44	Collecting and Coding Ethnicity, Race, and Gender Information.....	3-12
45	Allocating Loan Program Funds.....	3-14
46	Maintaining Borrower Address.....	3-19
47	Ensuring Borrower Compliance with Restrictions on Lobbying.....	3-20.5
48	Credit Reports	3-24
49	DLS	3-27
50	GLS	3-29
51	FOCUS.....	3-31
52	ADPS	3-32
53	CAIVRS.....	3-40.5
54	Hyperion Data Mart	3-42
55	Type of Assistance and Fund Codes.....	3-42
56-59	(Reserved)	
60	Interest Rates.....	3-53
61-100	(Reserved)	

Table of Contents (Continued)

Page No.

Part 4 Supervised Bank Accounts

101	Overview.....	4-1
102	Establishing a Supervised Bank Account	4-3
103	Supervised Bank Account Transactions and Monitoring	4-5
104	Closing Accounts	4-8
105-120	(Reserved)	

Part 5 Planning and Performing Construction and Other Development

121	Overview.....	5-1
122	Borrower Requirements for Preparing a Construction and Development Plan...	5-2
123	Review of Proposed Construction and Development Plan	5-7
124	Inspections	5-9
125	Changing the Planned Development.....	5-11
126	Surety Bonds.....	5-12
127-140	(Reserved)	

Part 6 Appraisals

141	General Appraisal Requirements	6-1
142	Appraisal Reports.....	6-5
143	FSA Review of Appraisal Reports.....	6-8
144	Appeals of Decisions Based on Appraisals	6-13
145	Appraiser Qualifications	6-17
146	Appraiser Training Requirements.....	6-18
147	Training Requirements for Performing Administrative Appraisal Reviews	6-22
148-160	(Reserved)	

Part 7 PLCE's

161	Overview.....	7-1
162	Understanding PLCE	7-2
163	Allocating PLCE Funds	7-5
164	Program Authority Codes	7-8
165	Using PLCE for Procurement Items	7-11
166	FMMI.....	7-12
167	Using FMMI for PLCE Cost Items.....	7-17
168	Modification or Cancellation of Obligation.....	7-20
169	Stopping Payments, Substituting or Replacing Checks, Canceling Checks, and Requesting Emergency Payments.....	7-22
170-200	(Reserved)	

Table of Contents (Continued)

Page No.

Part 8 Supervised Credit

Section 1 Introduction

201	Overview.....	8-1
202	Borrower Responsibilities.....	8-3
203-220	(Reserved)	

Section 2 Farm Assessment

221	Overview.....	8-41
222	Elements of an Initial Assessment.....	8-42
223	Annual Review and Assessment Update.....	8-51
224-240	(Reserved)	

Section 3 Farm Operating Plan

241	Overview.....	8-85
242	Developing Farm Operating Plans.....	8-85
243	Revising Farm Operating Plans.....	8-92
244-246	(Withdrawn--Amend. 67)	
247-250	(Reserved)	

Section 4 Borrower Account Classification

251	Overview.....	8-101
252	Borrower Account Classification System.....	8-103
253-260	(Reserved)	

Section 5 Year-End Analysis

261	Overview.....	8-121
262	Preparing for the Year-End Analysis.....	8-122
263	Minimum Requirements of the Analysis.....	8-123
264-400	(Reserved)	

Table of Contents (Continued)

Page No.

Part 9 Internal Controls

Section 1 FLPRA

401	Overview	9-1
402	FLPRA Review Process	9-3
403	State Office Reporting Requirements	9-4
404	National Office Reporting Requirements	9-5
405-440	(Reserved)	

Section 2 DD FLP Oversight

441	General Provisions	9-77
442	DDORS	9-77
443	Responsibilities	9-79

Exhibits

1	Reports, Forms, Abbreviations, and Redelegations of Authority	
2	Definitions of Terms Used in This Handbook	
3	(Reserved)	
4	State Supplements	
5	Forms List	
6	(Reserved)	
7	Delegating FLP Authority	
8-11	(Reserved)	
12	Discrimination Complaint E-mail Clearance System	
13	Instructions for E-Mail to the National Office for Discrimination Complaint Status	
13.5	Servicing Settlement Claimants and National Office FLP Programmatic Review	
14	SCIMS–PLAS ORACLE Hyperion Reports	
15	Farm Business Plan - FSA User Handbook	
16	Type of Assistance, Fund, and Kind Codes	
17	FLP Rates	
18-24	(Reserved)	
25	Program Authority for PLCE Goods and Services and Recoverability of PLCE's After September 30, 2010	
26	Program Authority to Request Contract Services and Make Noncontractual Payments – Recoverability of PLCE's - Before October 1, 2010	
27-34	(Reserved)	
35	DD FLP Oversight Review Source Documents	

142 Appraisal Reports**A Chattel Appraisals**

[7 CFR 761.7(b)(2)] When a chattel appraisal is required it must be completed on an applicable Agency form (available in each Agency State Office) or other format containing the same information.

FSA may use FSA-2160. If FSA-2160 is not used, the chattel appraisal, as a minimum, will identify all chattel items appraised, including the following details:

- the quantity, kind, sex, breed, color, weight or average weight, brands or other identification, and value of livestock

Note: Weight is not required for breeding stock.

- the quantity, kind, manufacturer, size and type, condition, year of manufacture, serial or motor number, and value of machinery and other equipment.

The appraised value of chattel property will be based on public sales of the same or similar property in the market area. In the absence of public sale data, reputable publications may be used to establish market value. * * *

142 Appraisal Reports (Continued)

B Real Estate Appraisals

A real estate appraisal, as a minimum, will be a summary appraisal report as defined by USPAP. Any exception to allow the use of a restricted report requires prior written approval by SED. SED may redelegate this authority to the designated State staff appraiser. Approval of restricted reports will only be granted under extraordinary circumstances, limited to situations where there will be only a single user of the report.

Real estate appraisals must include as a minimum, the following details:

- documentation of the physical onsite inspection of the subject and comparable properties by the appraiser

Note: Physical inspections are required for the appraisal to be USPAP compliant
*--according to subparagraph 141 C and must be signed by the appraiser.

- documentation of the results of the following 3 approaches to estimating value, as determined to be applicable and necessary, except as provided in the scope of work in--* USPAP:
 - sales comparison approach
 - cost approach
 - income approach
- if adjustments are made, the basis for these adjustments * * * as recognized by the market and supported by adequate documentation in the appraisal
- at least a 3-year sales history of the property
- *--the comparable sales used, including a breakdown of land and improvement features and photographs of improvements and land--*

Note: Using the subject property's pending sale as a comparable is prohibited.

- the value of any mineral rights.

Note: Because of CONACT requirements, a separate valuation of any mineral rights must be identified in appraisals, completed for any direct loan, to perfect the lien on any minerals. Because the particular CONACT requirement does not apply to guaranteed loans, a separate mineral valuation on an appraisal done for guaranteed loans is not required; however, the value of any mineral rights should still be considered in determining the overall value.

Part 7 PLCE's**161 Overview****A Purpose**

This part describes procedures for obligating, paying, and reporting PLCE costs and special handling processes. See 42-AS for procedure for purchasing and reporting procured goods and services.

B Program Authority

Program authorities to request goods and services by contract or BPA and process financial transactions are in Exhibit 25. Employees with program authority may redelegate their authority to any qualified employee.

If additional program authority is needed above the levels granted in Exhibit 25, SED must forward a written request to the Director, LMD by FAX at 202-720-6797 or mail to:

DIRECTOR
USDA FSA DAFLP LMD
STOP 0522
1400 INDEPENDENCE AVE SW
WASHINGTON DC 20250-0522.

***--162 Understanding PLCE**

A PLCE Spending Chain

The components of the PLCE spending chain are defined as follows.

Component	Action
1	<p><u>Allocation</u> is funds that are apportioned to the agency and subsequently allocated to each State in 4 separate funds. Allocation to the State level is required before spending can occur.</p> <p>Note: See paragraph 163 for funds explanation.</p>
2	<p><u>Budget Pre-approval</u> means authorized agency officials contact the State PLCE Monitor to certify availability of funds before incurring an expense on behalf of the agency or a borrower.</p> <p>Note: This step is by-passed when a delinquent real estate tax notice or delinquent personal property tax notice is received in the County Office.</p>
3	<p><u>Obligation</u> means once an order is placed, the agency has a legal responsibility or obligation to pay for the ordered goods or services. A purchasing document is used to purchase goods and services or pay for costs associated with servicing a farm loan and preservation of the agency's security according to the signed loan documents. Obligations draw down available funds in the associated account in FMML.</p>
4	<p><u>Invoice</u> is an accounts payable document that is used to pay for goods and services received and the disbursement of funds. Depending upon the type of expenditure, disbursements may occur after or simultaneously with the obligation document. Invoices reference and liquidate documents in the PLCE spending chain.</p>
5	<p><u>Disbursement</u> is handled by the National Finance Center. This step is driven by the vendor record and invoice document.</p>

B Elements of PLCE

PLCE expenses are financial transactions and procurement items.

PLCE items are considered **financial transactions** when the:

- expenditure is related to the collection of the Promissory Note, to preserve or protect any security for the loan, or is in compliance with the terms of any security agreement or other security instrument executed in connection with the loan, that does not result in the purchase of a supply or service
- item is below the \$2,500 micro-purchase threshold
- transaction is not anticipated to be a repetitive need for services.--*

163 Allocating PLCE Funds (Continued)**A National Office Allocation of PLCE Funds to States (Continued)**

There is anticipated high demand for limited “A” account funds each FY. State Offices Should spend “A” account funds only for services that cannot be performed internally by FSA.

A State Office cannot shift funds among the “A”, “L”, “R”, and “S” accounts. State Offices must keep fund purposes and amounts in mind when planning the timing of obligations and disbursements.

Note: Using purchase cards for a PLCE activity for an FLP applicant, borrower, or inventory property is not authorized.

If additional funds are required, SED must submit a written request to the Director, LMD by
--FAX at 202-720-6797 or mail to:--

DIRECTOR
USDA FSA DAFLP LMD
STOP 0522
1400 INDEPENDENCE AVE SW
WASHINGTON DC 20250-0522

The National Office does not allocate funds from the Guaranteed Account (recoverable) to State Offices. Requests for funds to pay PLCE’s chargeable to a guaranteed loan or property account obligated in FY 1992 and subsequent years must be submitted to LMD.

B State Office Allocation of PLCE’s

Before incurring a PLCE expense on behalf of the Government, the PLCE Monitor must certify fund availability and ensure the State budget reflects that potential commitment. PLCE obligations should be entered into FMMI **before** the goods and services are received.

Note: Notices about delinquent real estate taxes and property taxes are exempt from funds certification. It is not possible to know when a borrower will not pay their taxes in a timely manner. Other items found under Loan Account Maintenance in Exhibit 25 require prior budget approval from the PLCE Monitor before committing the Agency. Reimbursement for an unapproved cost item is not guaranteed.

164 Program Authority Codes**A Purpose**

To obligate and control funds, track expenses, and determine program authority, each type of expense must be identified by a unique 3-alphanumeric-character PAC that is found in Exhibit 25.

*--Exhibit 25 is used to determine:

- if a particular expense can be authorized
- who can authorize it
- whether it must be obtained as a procurement item or is a financial transaction--*
- whether the expense is recoverable or nonrecoverable.

B PAC Authorities

PAC's with "SC" authority:

- may be acquired at the County Office level after receiving budget approval from the PLCE Monitor
- may not require a contracting officer, depending upon the type of cost item
- will be obtained equitably from available qualified sources whenever possible.

PAC's with "S" authority only:

- must be processed at the State Office level
- may require a contracting officer
- require budget approval from the PLCE Monitor before commitment.

PAC's with "A" authority:

- must be submitted to the Director, DAFLP, LMD
- may be used only after approval by the Administrator and/or designee.

--165 Using PLCE for Procurement Items*A Procuring Goods and Services**

FSA uses FAR (48 CFR Part 1), Agriculture Acquisition Regulation (48 CFR Parts 401-453), USDA DR's and notices, and FSA notices to manage acquisitions.

Program authority to handle PLCE activity does not allow an FSA employee to award a contract. Only a duly authorized Contracting Officer may award a contract or BPA. As specified by FAR 1.602-1(b), only the Contracting Officer has the authority to enter into an agreement with a vendor for contractual supplies or services. All documents signed by the Contracting Officer must be within the limits of the Contracting Officer's warrant authority.

Approved contractual documents will be processed in FMFI by an employee with delegated authority and the required security login and passwords. **A contracting warrant is not required for inputting or approving FMFI transactions.**

Either OF-347 or SF-1449 shall be used for PLCE contractual supplies and services. These forms are available on the GSA web site at <http://www.gsa.gov/portal/forms/type/TOP>.

Using AD-838 is **not** authorized for PLCE activity.--*

--166 FMMI*A Background**

FMMI is a commercial off-the-shelf web-based financial management system that provides online, real-time transaction and on-demand query capabilities. FMMI is a comprehensive system for all of USDA's financial and accounting functions.

PLCE data recorded in FMMI includes:

- State allocations in 4 PLCE funding accounts
- purchase order obligations
- invoices
- disbursements
- accounting adjustments made through purchase order or invoice modifications
- penalty interest
- manual disbursements
- post payment adjustments
- canceled checks
- vendor records
- FSA client records.

Borrower and property loan information is validated and stored in the BOPR table in FMMI to ensure that applicable customer data is accurate at obligation and back-fed correctly to PLAS.

SED shall ensure that an adequate number of employees are trained, delegated authority, and have the proper security clearance, user ID, and password to input and approve transactions using FMMI, which requires 2 employees to successfully process all transactions. Any FLP employee, as identified by FLC, may be selected and trained as a FMMI user. A contracting warrant is not needed for FMMI access or to process any PLCE transaction in FMMI.

B User Assistance

The FMMI User's Guide can be referenced for any specific questions. It may be obtained by accessing the FLP web site at <https://arcticocean.sc.egov.usda.gov/flp/IndexServlet>. CLICK "Manuals" located on the left navigation bar.--*

*--166 FMMI (Continued)

C Requesting FMMI Access

Access to FMMI is obtained by the following steps.

Step	Action
1	Employee shall login to AgLearn and complete the following self-paced courses: <ul style="list-style-type: none"> • FMMI 101: “Introduction to FMMI” • FMMI 201: “Integrated Process Overview” • FMMI 207: “Purchasing Overview” • FMMI 208: “Accounts Payable Overview” • FMMI 301: “FMMI Portal and SAP Navigation”
2	Employee shall access the FMMI Program Loan Cost Expense training materials located at http://fsaintranet.sc.egov/fcad/Manuals/FMMI_ProgramLoanCostExpense/FMMI_PLCE.htm .
3	Login into the FMMI portal and complete the self-certification.
4	Using secure e-mail procedures, submit the following documents: <ul style="list-style-type: none"> • screen print of AgLearn history showing completion of all required FMMI self-paced courses • self-certification that the online training guides have been reviewed • completed and signed FSA 13-A • completed and signed FSA-FM1. <p>Note: Access FSA FM1 from the Information Security Office Home Page at https://fsa.sc.egov.usda.gov/mgr/iso/public/Wiki%20Pages/Forms.aspx. CLICK “View and Download Current Security Forms” in the left navigation pane. The Forms Page will be displayed with a list of available options. CLICK “FSA-FM1” link located under Form Number at the bottom of the page.</p> <p>The documents shall be submitted to either of the following:</p> <ul style="list-style-type: none"> • Anne Steppe at anne.steppe@wdc.usda.gov • Ann Smith at ann.smith@wdc.usda.gov.
5	Upon receipt of the required documents, the National Office will process a user access request through the FMMI portal.
6	NFC completes the user access request and notifies employee.

--*

--166 FMMI (Continued)*D FMMI Vendor Identification Number**

All vendors must have a FMMI vendor identification number assigned before processing FMMI obligations and disbursements. The FMMI vendor identification number is a FMMI-generated unique number used to identify vendors, organizations, and persons to whom USDA makes payments or from whom USDA collects receivables.

Vendors who have entered into BPA's or contracted to provide PLCE services must register in SAM. Use the FMMI-generated vendor ID number associated with the SAM record containing the vendor's remittance information.

Note: The State Office will not create another vendor record using the Pre-Approval Vendor process for a SAM-registered vendor.

Additional information about SAM registration may be found at <https://www.sam.gov/portal/public/SAM/>.

State Offices shall access the FMMI vendor table using the FMMI View Vendor Master Data function found in FMMI at:

- **Purchasing**
- **Commercial Vendor and Customer Master Data Evaluation**
- **Vendor/Customer Master Data > View Vendor Master Data.**

A search may be conducted on the vendor's Social Security number, TIN, vendor's name, city and State of vendor location, or a combination of these identifiers. When searching by name, an asterisk (*) may be used as a wild card in the search string.

If the vendor is not located in FMMI, the vendor shall complete FSA-2173. Enter vendor requests into FMMI using the Vendor and Customer Master Data Request Screen. Concerns about FMMI vendor identification numbers can be addressed with LMD.--*

--166 FMMI (Continued)*E Using EFT**

DCIA of 1996 mandates using EFT as the payment method for Government disbursements. EFT enables FSA to pay for goods and services electronically by direct deposit.

FAR and Treasury regulations at 31 CFR Part 208 allow the following exemptions to the EFT requirement:

- Federal, State and local Government vendors
- Federal employees
- nonemployee travelers
- foreign vendors not operating on U.S. soil
- individuals that do not have an account at a financial institution
- operational hardship.

Note: Operational hardship applies if the vendor's regular business process will be severely hindered by receiving payment through EFT.

F SAM Exemptions

Prospective vendors must be registered in SAM **before** the award of a contract, basic agreement, basic ordering agreement, or BPA.

There are certain exemptions to this requirement for PLCE transactions, as follows:

- PLCE non-contractual vendor
- foreign vendors doing work outside the U.S.
- Federal employees
- nonemployee travelers
- vendors paid for micro-purchases that do not use EFT.

Note: A micro-purchase is defined as the acquisition of supplies or services, the aggregate of which does not exceed \$2,500.--*

*--166 FMMI (Continued)

G Employees as Vendors

Employees are permitted to incur costs on behalf of FSA to obtain copies of courthouse documents provided **before budget approval is obtained** from the PLCE Monitor. If preapproval of the expenditure is not received from the PLCE Monitor, the cost may not be reimbursable.

FLC or designee will sign FSA-2126 for all employee reimbursement requests.

Employees will **not**:

- act as a vendor for “convenience” of the office, applicant, or borrower
- act as a vendor whenever “L”, “R”, or “S” funds are used
- be asked or required to use personal funds for miscellaneous expenses with repayment through PLCE funding at a later time
- be a vendor when an expense can be handled through normal PLCE processes, i.e., ordering a Treasury check
- file for reimbursement of any PLCE on a travel voucher, SF-1164, or by any other means other than FSA-2126.

Note: FSA employees are already established as vendors in FMMI. **Do not** create a new vendor record.--*

167 Using FMMI for PLCE Cost Items

A Obligating Funds

Obligate funds for PLCE cost items according to the following.

Step	Action
1	<p>County Offices shall:</p> <ul style="list-style-type: none"> • See Exhibit 25 to verify authority for cost item being incurred; if the item is not found in Exhibit 25, County Offices shall contact the PLCE Monitor • contact the PLCE Monitor to obtain PLCE budget approval, as applicable • FAX or transmit, by a secured e-mail, a completed FSA-2126 signed by the authorized agency official • maintain a copy of all obligating documents in the operational file, protecting PII • ensure that the copy of the obligating document is placed in the borrower’s case file or inventory property file, if a recoverable cost item • submit all FSA 2126 requests in a timely manner. <p>Note: For expenditures such as delinquent tax notice or UCC filing for which the borrower is expected to remit payment and does not, County Offices shall process FSA-2126 allowing sufficient processing time so that an emergency check request is not necessary.</p>
2	<p>State Offices shall:</p> <ul style="list-style-type: none"> • certify PLCE fund availability and track prior-approval “commitments,” as appropriate • check Exhibit 25 for proper PAC, fund, and authority to complete the request • review and approve using funds by signing and dating FSA-2126 • establish new vendors, as necessary, using FSA-2173 and vendor process, *--according to paragraph 166--* • enter the information into FMMI for obligation (ZMY); enter the ZMY document number on FSA-2126; and maintain a copy of the posted ZMY document • return a copy of the posted ZMY document and annotated FSA-2126 to the initiating office; file the original documents appropriately.

***--167 Using FMMI for PLCE Cost Items (Continued)**

A Obligating Funds (Continued)

For some PLCE financial transactions, such as paying delinquent real estate taxes, the cost item will be submitted for obligation and payment at the same time. In these instances, County Offices will submit one FSA-2126 with both the obligation and certification of services parts completed. Submit the invoice simultaneously with the obligating FSA-2126.

Note: Entering purchasing documents should **not** be delayed until an invoice is received. When FSA 2126 is received by the State Office and confirmed as budget approved, the ZMY transaction should be entered into FMMI.--*

--169 Stopping Payments, Substituting or Replacing Checks, Canceling Checks, and Requesting Emergency Payments (Continued)*C Canceling Checks and EFT Payments**

From the Treasury, the funds will be electronically returned to NFC and applied back to the original obligation document. If the funds should be returned to the State's allocation, the ZMY transaction must be modified to reflect \$0.00 in FMMI.

When canceling an EFT payment, the vendor must contact their bank and ask the bank to return the electronic funds back to the Treasury.

Note: FAX FSA-2072 and the entire Document Chain Report that corresponds with the ZMY and TY associated with the EFT being canceled to PARLC, LAO (FMFI Team) at 314-679-6732.

When canceling a check payment:

- the check should be returned to the applicable FLOO contact according to subparagraph 5 A
- mail the check and required documents to the address provided in subparagraph 5 A
- include a completed and signed FSA 2072 and full FMFI Document Chain Report for the transaction being canceled.

Vendor may also elect to send a personal check back to FSA for full or partial cancellation. This also would be mailed to the applicable FLOO contact and the address provided in subparagraph 5 A, along with a completed and signed FSA 2072 and complete FMFI Document Chain Report for the transaction being canceled.--*

169 Stopping Payments, Substituting or Replacing Checks, Canceling Checks, and Requesting Emergency Payments (Continued)

D Requesting Emergency Payments

*--Using the ACCP term, on the TY document, works as quickly as an emergency check request. Whenever a State Office has a time-sensitive PLCE need, using the ACCP option is the **preferred** method of processing ACCP's.

Emergency checks should **not** be requested for items covered by DLS workflows, such as UCC renewals. Field Offices should request assistance through the PLCE process several weeks before an upcoming deadline to ensure that timely payment is received. Using the ACCP term may be used in such instances.

Note: See FMMI User Guide, Section 5.3, steps 13 through 15, for guidance on processing an invoice under ACCP terms.

Emergency check requests should be a rarity and used **only** in true emergency situations, such as:

- an unexpected foreclosure sale, U.S. Marshall's sale, or similar
- delinquent real estate taxes
- FMMI system issue or other problem affecting the ability to process a TY document.

To order an emergency check, the State Office shall do **all** of the following:

- post ZMY document before requesting the emergency check from FLOO
- screen print a fully expanded Document Chain Report using the FMMI User Guide, Section 9.5, if additional guidance is needed
- FAX the following documents to FLOO at 314-457-4539:
 - fully expanded Document Chain Overview Report
 - copy of the corresponding FSA-2126
 - completed FSA-2172
 - vendor invoice or FSA-2171.

Note: State Offices shall **not** enter TY transaction into FMMI.--*

170-200 (Reserved)

Reports, Forms, Abbreviations, and Redelegations of Authority

Reports

This table lists the required reports of this handbook.

Reports Control Number	Title	Reporting Period	Submission Date	Negative Reports	Reference
FLP4	FLPRA Annual Report	Annually	By February 1 each year	Required	403

Forms

This table lists all forms referenced in this handbook.

Number	Title	Display Reference	Reference
CCC-10	Representations for Commodity Credit Corporation or Farm Service Agency Loans and Authorization to File a Financing Statement and Related Documents		Ex. 35
CCC-257	Schedule of Deposit		Ex. 35
FmHA 2006-21	Information Systems Management (ISM) Request for Changes to User Documentation		52
FSA-13-A	Data Security Access Authorization Form		53, 54, Ex. 15
FSA-137	Address Information Request		46
FSA-159	Request for Supplies, Forms, and/or Publications		Ex. 17
FSA-470	Tractor Feed Post Card for Metered Postage		46
FSA-603	Collection Register for State and County Offices		Ex. 35
FSA-851	Environmental Risk Survey Form		Ex. 35
FSA-2001	Request for Direct Loan Assistance		44, 47, 48, Ex. 35
FSA-2007	Statement Required by the Privacy Act for Non-Applicants		48
FSA-2037	Farm Business Plan Worksheet Balance Sheet		Ex. 15
FSA-2038	Farm Business Plan Worksheet Projected/Actual Income and Expense		Ex. 15
FSA-2040	Agreement and Record of the Disposition of FSA Security/Release of Proceeds		262, 263, Ex. 7, 35
FSA-2065	Annual Statement Loan Account		49, 52
FSA-2072	Cancellation of U.S. Treasury Check and/or Obligation		169
FSA-2101	DD FLP Oversight Report Guide		443
FSA-2103	Direct Loan Making File Review Questionnaire		28

Reports, Forms, Abbreviations, and Redelegations of Authority (Continued)

Forms (Continued)

Number	Title	Display Reference	Reference
FSA-2104	Guaranteed Loan Making File Review Questionnaire		28
FSA-2119	Delinquent Borrower Servicing File Review Questionnaire		28
FSA-2120	Moratorium Notice		41
FSA-2121	Termination of Moratorium		41
FSA-2125	Farm Loan Program County Information File Changes		46
FSA-2126	Program Loan Cost Expense (PLCE) Request (Non-Contractuals only)		162, 166-169
FSA-2139	Notification of Exemption From Requirement to Provide Social Security Number		102
FSA-2140	Deposit Agreement		101, 102, Ex. 15
FSA-2141	Interest-Bearing Deposit Agreement		102
FSA-2142	Statement of Deposits and Withdrawals		103
FSA-2144	Designated Financial Institution Pledge of Collateral		102
FSA-2145	Demand for Withdrawal of Supervised Bank Account Funds		103
FSA-2150	Development Plan		122, 125
FSA-2153	Release by Claimants		122
FSA-2154	Release by Contractor		122
FSA-2160	Appraisal of Chattel Property		142
FSA-2161	Appraisal Report - Agricultural Tract		142
FSA-2162	Real Estate Sales Data		142
FSA-2163	Supplemental Forms-Agricultural Appraisal		142
FSA-2164	Appraisal for Mineral Rights		142
FSA-2165	Administrative Appraisal Review		143
FSA-2166	Technical Appraisal Review and Certification		143
FSA-2167	Administrative Appraisal Review for Chattel Appraisals		143
FSA-2171	Substitute Invoice		167, 169
FSA-2172	Request for Emergency Payment		169
FSA-2173	Foundation Financial Information System (FFIS) Vendor Code Request		166, 167
FSA-2198 <u>1/</u>	Claimants With Closed Settlement Claims With No Appeal Hearing in Suspension		Ex. 13.5
FSA-2199 <u>1/</u>	Claimants With Closed Settlement Claims With Appeal Hearing in Suspension		Ex. 13.5
FSA-2201	Lender's Agreement		47, Ex. 35
FSA-2211	Application for Guarantee		44, 47

1/ Contact Jenny Breece at 202-720-4572 to obtain FSA-2198 and FSA-2199.

Reports, Forms, Abbreviations, and Delegations of Authority (Continued)

Forms (Continued)

Number	Title	Display Reference	Reference
FSA-2212	Preferred Lender Application For Guarantee		44, 47
FSA-2232	Conditional Commitment		43, Ex. 7
FSA-2233	Lender Certification		43
FSA-2235	Loan Guarantee		Ex. 7
FSA-2242	Assignment of Guarantee		Ex. 7
FSA-2254	Guaranteed Loan Report of Loss		Ex. 35
FSA-2292	Guaranteed Loan Processing Checklist		Ex. 35
FSA-2301	Request For Youth Loan		Ex. 15
FSA-2304	Notice of Incomplete Application		Ex. 35
FSA-2305	Second Notice of Incomplete Application		Ex. 35
FSA-2306	Notice of Application Withdrawal/Pending Withdrawal		Ex. 35
FSA-2307	Notice of Complete Application		Ex. 35
FSA-2308	Notice of Eligibility for FSA Assistance		Ex. 35
FSA-2311A	Emergency Loan Calculations		Ex. 15
FSA-2313	Notification of Loan Approval and Borrower Responsibilities		202
FSA-2314	Streamlined Request for Direct OL Assistance		48
FSA-2318	Agreement for Disposition of Jointly-Owned Property		Ex. 35
FSA-2330	Request for Microloan Assistance		44, 48
FSA-2341	Certification of Attorney		43
FSA-2342	Certification of Title Insurance Company		43
FSA-2510	Notice of Availability of Loan Servicing to Borrowers Who Are 90 Days Past Due		3
FSA-2512	Notice of Availability of Loan Servicing to Borrowers Who Are Current, Financially Distressed, or Less Than 90 Days Past Due		3
FSA-2514	Notice of Availability of Loan Servicing to Borrowers Who Are in Non-Monetary Default		3
FSA-2535	Conservation Contract		3
FSA-2543	Shared Appreciation Agreement		3
OF-347	Order for Supplies and Services		165
RD 1922-15	Administrative Appraisal Review for Single Family Housing		143
RD 1940-22	Environmental Checklist for Categorical Exclusions		Ex. 15, 35
SF-1449	Solicitation/Contract/Order for Commercial Items		165

Note: SF-1449 is available on GSA's form web site at www.gsa.gov/portal/forms/type/TOP.

Reports, Forms, Abbreviations, and Redelegations of Authority (Continued)

Abbreviations Not Listed in 1-CM

The following abbreviations are not listed in 1-CM.

Approved Abbreviation	Term	Reference
ACCP	accelerated payment	169
ACIF	Agricultural Credit Insurance Fund	163
ADR	alternative dispute resolution	42
AO	Administrative Officer	25, 27
AOB	Administrative Operations Branch	162
ARRA	American Recovery and Reinvestment Act of 2009	28, 163
BIR	Business Information Report	48
BPA	Blanket Purchase Agreement	161, 162, 165
BOPR	Borrower Property Table	162, 166
CCR	Central Contractor Registration	162, 165
CDAT	Consent Decree Action Team	Ex. 12, 15
CIP	critical information protection	Ex. 15
CL	conservation loan	29, 45, 201, 222, 223, 251, 263, Ex. 2, 15, 16
CMT	Constant Maturity Treasury	Ex. 17
CNC	currently not collectible	251, Ex. 12, 15
CONACT	Consolidated Farm and Rural Development Act	1, 21, 29, 251
DDORS	District Director Oversight Reporting System	442, 443
eDALR\$	electronic Debt and Loan Restructuring System	Ex. 13.5, 15, 17
DUNS	Data Universal Numbering System	43
EIN	employer identification number	162, Ex. 15
ERSR	Electronic Repository of Security Requests	53
FAR	Federal Acquisitions Regulation	162, 165
FCAO	Farm Credit Applications Office	49
FCG	financial control group	162
FHP	Farm Home Plan	Ex. 15
FISMA	Federal Information Security Management Act	Ex. 15
FLPRA	Farm Loan Programs Risk Assessment	Part 9
FmHA	Farmers Home Administration	2
FMMI	Financial Management Modernization Initiative	162, 163, 164, 165, 166, 168, 169
ISA	installment set-aside	Ex. 15
ITLAP	Indian Tribal Land Acquisition Program	2, Ex. 16

Reports, Forms, Abbreviations, and Redelegations of Authority (Continued)

Abbreviations Not Listed in 1-CM (Continued)

Approved Abbreviation	Term	Reference
LOC	line of credit	29
LR	limited resource	Ex. 15
MADS	margin after debt service	Ex. 15
ML	microloan	222, 223, 242
OA	Office of Adjudication	41, Ex. 12, 18
OTI	Opportunity to Improve Plan	25, 27
PAC	Program Authority Code	162, 164, 167
PARLC, LAO (FFIS Team)	Policy, Accounting, Reporting, and Loan Center, Loan Accounting Office	167, 168
PIP	Performance Improvement Plan	25, 27
PLP	Preferred Lender Program	29, 43, 143
PLS	Primary Loan Servicing	25, 27, 29, 144
RCI	recoverable cost items	Ex. 15
SALP	Special Apple Loan Program	2, 29
SAM	System for Award Management	43, 166
SDMS	State Directives Management System	403
SEL	standard eligible lender	43
SLR	Security Liaison Representative	53, Ex. 14
TC	transaction code	46, 52, Ex. 14
TDCLC	term debt capability lease coverage	252
TDLCR	term debt and capital lease coverage ratio	Ex. 15
TY	payment voucher transaction	167-169
WEM	Web Equity Manager	Ex. 15
YEA	year-end analysis	Ex. 15
ZMY	Obligating document or purchase order created in FMFI.	167-169

Re delegations of Authority

SED's may redelegate their:

- loan approval authority to FLC, FLS, or DD
- authority to allow the use of a restricted appraisal report to the designated State staff appraiser.

Delegating FLP Authority

A SED Delegations

SED may delegate the following authorities to employees who have experience and completed the required training:

- authority to prepare chattel appraisals
- authority to prepare real estate appraisals when the total credit transaction is less than \$100,000
- authority to complete administrative appraisal reviews
- loan approval authority
- authority to establish and document the estimated value of real estate security when an appraisal has been waived for an EM according to 3-FLP, subparagraph 248 A.--*

B FLM/SFLO Delegations

The following is a list of authorities that may be delegated to employees who have experience and have completed any required training according to subparagraph 23 C.

Authority	FLO	PT
Sign correspondence as regular signing official.	X	
Sign correspondence “for”.	X	X
Establish supervised bank account and deposit loan checks.	X	X
Countersign supervised bank account checks/withdrawals.	X	X
Input pre-note information for EFT.	X	X
Plan and inspect site development work.	X	
Check preliminary title opinion for exceptions.	X	X
Check final title opinion or mortgage policy for proper lien position.	X	X
Review loan closing statement for proper funds disbursement.	X	X
Execute financing statements or other legal instruments to obtain and preserve security on chattel loans.	X	X
Approve FSA-2242.	X	X

Delegating FLP Authority (Continued)

B FLM/SFLO Delegations (Continued)

Authority	FLO	PT
Review loan closing and issue FSA-2235.	X	
Approve satisfaction/release of security instruments.	X	X
Prepare FSA-2040.	X	
Release chattel/crop security per approved FSA-2040.	X	X
Revise Farm Business Plan and FSA-2040 when necessary.	X	
Approve replacement/development - use of insurance proceeds.	X	
Approve servicing actions, including liquidation plans submitted by lenders.	X	
--Requests for PLCE goods and services.--	X	X
Approve loan restructuring.	X	
Approve emergency advance requests.	X	
Complete lender reviews.	X	
Ordering credit reports.	X	X
Execute FSA-2232.	X	
Execute FSA-2235.	X	

Note: Delegated authorities for agency officials that were granted before December 31, 2007, using previous form numbers or regulation citation will not have to be reissued. These delegations remain valid and it is not necessary to modify them if the reason is only to change references to the new streamlining handbooks.

FLP Rates

A Interest Rates for FLP's

--The following provides interest rates for FLP's as of June 1, 2013.--

Loan Type	Current Rate (%)	Date Set
Rural Housing - Farm Loan Purposes		
Note: For the current interest rate, contact the National Office.		
Operating	*--1.250	6/1/13
Operating - Limited Resource	5.000	12/1/90
Farm Ownership and Conservation Loans	3.375	6/1/13--*
Farm Ownership - Limited Resource	5.000	4/1/86
Farm Ownership - Down Payment	1.500	5/22/08
Farm Ownership - Joint Financing	5.000	3/24/97
Soil and Water	*--3.375	6/1/13
Soil and Water - Limited Resource	5.000	7/1/92
Recreation - Individual	3.375	6/1/13
Farmer Program - Homestead Protection	3.375	6/1/13
Shared Appreciation Amortization	2.375	6/1/13
Softwood Timber Loans	3.375	6/1/13
Economic Emergency - Operating	1.250	6/1/13
Economic Emergency - Real Estate	3.375	6/1/13
Emergency - Amount of Actual Loss	2.250	6/1/13
Emergency - Major Adjustment: Subtitle A Purpose (Excess of Loss)	5.500	6/1/13
Emergency - Major Adjustment: Subtitle B Purpose (Excess of Loss)	4.625	6/1/13
Emergency - Annual Production	4.625	6/1/13
Nonprogram - Chattel Property	4.625	6/1/13
Nonprogram - Real Property	5.500	6/1/13
Apple Loans	0.375	7/1/12
Association - Grazing	3.375	6/1/13
Association - Irrigation and Drainage	3.375	6/1/13--*
Indian Land Acquisition	5.000	2/1/91

Publication 622, which provides amortization tables and financial basic payment tables, is available from MSD Warehouse. To request Publication 622, complete FSA-159, available at <http://intranet.fsa.usda.gov/dam/ffasforms/forms.html>, and submit it by 1 of the following methods:

- FAX to 816-823-4740 or 816-823-4741
- e-mail to ra.mokansasc2.kcasbwhse
- mail to:

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

FLP Rates (Continued)

B Treasury Rates

The following table provides the applicable Treasury rates.

Treasury Rates	Current Rate (%)	Date Set
90-Day Treasury Bill	0.125	10/1/09
Treasury Judgment Rate (see Note)	*--0.110	6/1/13--*

Notes: The 90-Day Treasury Bill rate is entered in eDALR\$ as the “Discount Rate” and is used to calculate present value and net recovery value.

The treasury judgment rate is the interest rate applicable to deficiency judgments for all loan types (pursuant to 28 U.S.C. Section 1961). The rate is based on the weekly average 1-year CMT yield published by the Federal Reserve System, Board of Governors. The rate shown is the most current rate posted to the Federal Reserve web site and is dated the *--week ending May 10, 2013. The actual judgment rate is the rate for the calendar week--* preceding the date the defendant becomes liable for interest. Access the Federal Reserve web site www.federalreserve.gov/releases/H15/current for the weekly average 1-year CMT yield.

C Historical 90-Day Treasury Bill Rates

The following table provides the historical 90-day Treasury bill rates.

Effective Date	Rate (%)	Effective Date	Rate (%)
December 1, 1988	7.500	December 1, 1990	7.500
January 1, 1989	7.875	January 1, 1991	7.375
February 1, 1989	8.250	February 1, 1991	7.125
March 1, 1989	8.500	March 1, 1991	6.500
April 1, 1989	8.750	April 1, 1991	6.250
May 1, 1989	9.000	May 1, 1991	6.125
June 1, 1989	9.150	June 1, 1991	5.875
July 1, 1989	8.750	July 1, 1991	5.750
August 1, 1989	8.625	October 1, 1991	5.625
September 1, 1989	8.250	November 1, 1991	5.375
October 1, 1989	8.125	December 1, 1991	5.250
December 1, 1989	8.000	January 1, 1992	4.875
February 1, 1990	7.875	February 1, 1992	4.375
April 1, 1990	8.000	March 1, 1992	3.875
May 1, 1990	8.125	May 1, 1992	4.125
July 1, 1990	8.000	June 1, 1992	4.000
October 1, 1990	7.750	July 1, 1992	3.750
November 1, 1990	7.625	September 1, 1992	3.500

--Program Authority to Request Contract Goods and Services and Recoverability of PLCE's After September 30, 2010--

LOAN MAKING	Contract Purpose	Detail	Comment	PAC Code	Authority	Recoverable/Nonrecoverable
Inspection	Real Estate			1A1	S	Nonrecoverable
	Chattel/Crop			1A2	S	Nonrecoverable
Appraisals	Real Estate	Note 10		1B1	S	Nonrecoverable
	Chattel/Crop			1B2	S	Nonrecoverable
Analysis	Farm Business Planning			1C4	S	Nonrecoverable
	Financial Analysis			1C7	S	Nonrecoverable
Information Services	Data Processing/Info Gathering	Note 6		1D2	S	Nonrecoverable
	Comparable and Market Studies			1D3	S	Nonrecoverable
	Advertising			1D4	SC	Nonrecoverable
	State Database Access Fees	Note 7		1DA	S	Nonrecoverable
	SAVE Citizenship Verification Database Access			1DB	S	Nonrecoverable
Professional Services	Interpreter Services			1E9	SC	Nonrecoverable
	Mediation (No State Program)			1EA	S	Nonrecoverable
Environmental	NEPA Compliance	Note 2		1J1	S	Nonrecoverable
	NEPA Environmental Impact Statements			1J2	A	Nonrecoverable
	Archaeological Surveys			1J4	S	Nonrecoverable
	Miscellaneous Historical Preservation Activities			1J5	S	Nonrecoverable
	Endangered Species Studies			1J6	S	Nonrecoverable
	Wetland Delineations			1J7	S	Nonrecoverable
	Phase I Environmental Site Assessments	Note 3		1J1	S	Nonrecoverable
	Phase II Environmental Site Assessments	Note 3		1J1	S	Nonrecoverable
	Legal Documentation Expenses	Note 4		1N5	SC	Nonrecoverable
	Mediation (State Certified Program)			1N6	S	Nonrecoverable
Loan Account Maintenance	Electronic UCC Recording and Filing	Notes 5 & 6		1NE	SC	Recoverable
	Credit Reports			1Y1	SC	Recoverable
Managerial	Miscellaneous	Note 1		1Z1	A	Recoverable/Nonrecoverable
Other						

Authorities: A=Administrator; S=State Office; C=FLM

--Program Authority to Request Contract Goods and Services and Recoverability of PLCE's After September 30, 2010 (Continued)--

LOAN SERVICING	Contract Purpose	Detail	Comment	PAC Code	Authority	Recoverable/Nonrecoverable
Inspection	Real Estate	Real Estate - Foreclosure Only		2A1	S	Nonrecoverable
	Real Estate	Real Estate - Foreclosure Only		4A1	S	Recoverable
	Chattel/Crop	Chattel/Crop - Foreclosure Only		2A2	S	Nonrecoverable
	Chattel/Crop	Chattel/Crop - Foreclosure Only		4A2	S	Recoverable
Appraisals	Real Estate	Real Estate - Foreclosure Only	Note 10	2B1	S	Nonrecoverable
	Real Estate	Real Estate - Foreclosure Only		4B1	S	Recoverable
	Chattel/Crop	Chattel/Crop - Foreclosure Only		2B2	S	Nonrecoverable
	Chattel/Crop	Chattel/Crop - Foreclosure Only		4B2	S	Recoverable
Analysis	Year-end Analysis			2C1	S	Nonrecoverable
	Farm Business Planning			2C4	S	Nonrecoverable
	Financial Analysis			2C7	S	Nonrecoverable
Information Services	Data Processing/Info Gathering		Note 6	2D2	S	Nonrecoverable
	Comparable and Market Studies			2D3	S	Nonrecoverable
	Advertising			2D4	SC	Nonrecoverable
	Advertising - Foreclosure Only			4D4	SC	Recoverable
	State Database Access Fees		Note 7	2DA	S	Nonrecoverable
	SAVE Citizenship Verification Database Access			2DB	S	Nonrecoverable
Professional Services	Surveying			4E2	S	Recoverable
	Investigation			4E3	S	Recoverable
	Bankruptcy			2E4	S	Nonrecoverable
	Foreclosure (Non-Judicial State)			4E5	S	Recoverable
	Title Search/Title Opinion			2E6	SC	Nonrecoverable
	Title Search/Title Opinion - Foreclosure Only			4E6	SC	Recoverable
	Trustee Agency (Foreclosure Actions)			4E7	S	Recoverable
	Auction Costs/Auctioneer/Master-in-Equity		Note 9	4E8	S	Recoverable
	Interpreter Services			2E9	SC	Nonrecoverable
	Mediation (No State Program)			2EA	S	Nonrecoverable
	Mediation (No State Program) - Foreclosure Only			4EA	S	Recoverable
	Attorney Serv. Foreclosure (Judicial)		Note 17	4EB	S	Recoverable
	Litigation Guarantee			2EG	SC	Nonrecoverable
	Litigation Guarantee - Foreclosure Only			4EG	SC	Recoverable
	Abstract/Stub Abstract			2EH	SC	Nonrecoverable

Authorities: A=Administrator; S=State Office; C=FLM

--Program Authority to Request Contract Goods and Services and Recoverability of PLCE's After September 30, 2010 (Continued)--

<u>LOAN SERVICING - continued</u>	<u>Contract Purpose</u>	<u>Detail</u>	<u>Comment</u>	<u>PAC Code</u>	<u>Authority</u>	<u>Recoverable/Nonrecoverable</u>
Professional Services (continued)	Abstract/Stub Abstract - Foreclosure Only			4EH	SC	Recoverable
	Law Enforcement Services		Note 15	4EJ	S	Recoverable
	Real Estate Broker			4H1	SC	Recoverable
Maintenance/Management	Property Management /Caretaking			4F1	SC	Recoverable
	Hauling			4F2	SC	Recoverable
	Temporary Custodial		Note 14	4F3	SC	Recoverable
	Ground Rents			4F5	SC	Recoverable
	Harvesting Costs			4F6	SC	Recoverable
	Repairs		Note 14	4G1	SC	Recoverable
Environmental	NEPA Compliance		Note 2	2J1	S	Nonrecoverable
	NEPA Environmental Impact Statements			2J2	A	Nonrecoverable
	Archaeological Surveys			2J4	S	Nonrecoverable
	Miscellaneous Historical Preservation Activities			2J5	S	Nonrecoverable
	Endangered Species Studies			2J6	S	Nonrecoverable
	Wetland Delineations			2J7	S	Nonrecoverable
	Phase I Environmental Site Assessments		Note 3	2J1	S	Nonrecoverable
	Phase I Environmental Site Assessments - Foreclosure Only		Note 3	4J1	S	Recoverable
	Phase II Environmental Site Assessments		Note 3	2J2	S	Nonrecoverable
	Phase II Environmental Site Assessments - Foreclosure Only		Note 3	4J2	S	Recoverable
	Water Testing/Sewer Inspection			4JK	S	Recoverable
Loan Account Maintenance	Real Estate Taxes			2N1	SC	Recoverable
	Personal Property Taxes			2N2	SC	Recoverable
	Insurance		Note 1	2N3	A	Recoverable
	Prior, Junior, & Judgment Liens			2N4	S	Recoverable
	Legal Documentation Expenses		Notes 4 & 13	2N5	SC	Recoverable/Nonrecoverable
	Mediation (State Certified Program)			2N6	S	Nonrecoverable
	Mediation (State Certified Program) - Foreclosure Only			4N6	S	Recoverable
	Utilities - Foreclosure Only		Note 16	4NA	SC	Recoverable
	Co-Pay/Homestead Appraisals		Note 10	2ND	S	Nonrecoverable
	Electronic UCC Recording and Filing		Notes 5 & 6	2NE	SC	Recoverable
	Online Bidding Registration Fees - Foreclosure Only			4NG	SC	Recoverable
	State Lease		Note 18	4NH	SC	Recoverable

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--Program Authority to Request Contract Goods and Services and Recoverability of PLCE's After September 30, 2010 (Continued)--

LOAN SERVICING - continued						
<u>Contract Purpose</u>	<u>Detail</u>	<u>Comment</u>	<u>PAC Code</u>	<u>Authority</u>	<u>Recoverable/Nonrecoverable</u>	<u>Recoverable/Nonrecoverable</u>
Managerial	Credit Reports		2Y1	S		Nonrecoverable
Other	Miscellaneous	Note 1	2Z1	A		Recoverable/Nonrecoverable
INVENTORY PROPERTY						
<u>Contract Purpose</u>	<u>Detail</u>	<u>Comment</u>	<u>PAC Code</u>	<u>Authority</u>	<u>Nonrecoverable/Recoverable</u>	<u>Nonrecoverable/Recoverable</u>
Inspection	Real Estate		5A1	S		Nonrecoverable
	Chattels/Crops		5A2	S		Nonrecoverable
Appraisals	Real Estate	Note 10	5B1	S		Nonrecoverable
	Chattel/Crop		5B2	S		Nonrecoverable
Information Services	Advertising		5D4	SC		Recoverable
Professional Services	Surveying		5E2	S		Nonrecoverable
	Investigation		5E3	S		Nonrecoverable
	Title Search/Title Opinion		5E6	SC		Nonrecoverable
	Auction Costs/Auctioneer	Note 9	5E8	S		Recoverable
	Interpreter Services		5E9	SC		Nonrecoverable
	Mediation (No State Program)		5EA	S		Nonrecoverable
	Attorney Serv. Foreclosure (Judicial)	Note 17	5EB	S		Nonrecoverable
	Law Enforcement Services	Note 15	5EJ	S		Nonrecoverable
	Real Estate Broker		5H1	SC		Recoverable
Maintenance/Management	Property Management /Caretaking		5F1	SC		Nonrecoverable
	Hauling		5F2	SC		Nonrecoverable
	Ground Rents		5F5	SC		Nonrecoverable
	Harvesting Costs		5F6	SC		Nonrecoverable
	Repairs	Note 13	5G1	SC		Recoverable
Environmental	NEPA Compliance	Note 2	5J1	S		Nonrecoverable
	NEPA Environmental Impact Statements		5J2	A		Nonrecoverable
	Archaeological Surveys		5J4	S		Nonrecoverable
	Miscellaneous Historical Preservation Activities		5J5	S		Nonrecoverable

Authorities: A=Administrator; S=State Office; C=FLM

***--Program Authority to Request Contract Goods and Services and Recoverability of PLCE's
After September 30, 2010 (Continued)--***

<u>INVENTORY PROPERTY - continued</u>	<u>Detail</u>	<u>Comment</u>	<u>PAC Code</u>	<u>Authority</u>	<u>Nonrecoverable/Recoverable</u>
<u>Contract Purpose</u> Environmental - continued	Endangered Species Studies		5J6	S	Nonrecoverable
	Wetland Delineations		5J7	S	Nonrecoverable
	Preliminary Assessments		5J8	S	Recoverable
	Site Inspections/Remedial Investigations	Note 11	5J9	S	Recoverable
	Remedial Actions	Note 11	5JA	S	Recoverable
	Removal Actions	Note 11	5JB	S	Recoverable
	Emergency Response Activities	Notes 11 & 12	5JC	S	Recoverable
	Underground Storage Tank Actions	Notes 11 & 12	5JD	S	Recoverable
	Lead Based Paint Testing/Inspections	Notes 11 & 12	5JF	S	Nonrecoverable
	Lead Based Paint Abatement Activities	Note 11	5JG	S	Recoverable
	Phase I Environmental Site Assessments	Note 11	5JI	S	Nonrecoverable
	Phase II Environmental Site Assessments	Note 3	5JJ	S	Nonrecoverable
	Water Testing/Sewer Inspection	Note 3	5JK	S	Nonrecoverable
Loan Account Maintenance	Real Estate Taxes		5N1	SC	Recoverable
	Personal Property Taxes		5N2	SC	Recoverable
	Insurance		5N3	A	Recoverable
	Prior, Junior & Judgment Liens		5N4	S	Recoverable
	Legal Documentation Expenses	Note 4	5N5	S	Nonrecoverable
	Mediation (State Certified Program)		5N6	S	Nonrecoverable
	Utilities		5NA	SC	Nonrecoverable
	Selling Points	Note 16	5NC	S	Recoverable
	Right of Way Access	Note 8	5NF	S	Recoverable
	State Lease	Note 18	5NG	S	Recoverable
Other	Miscellaneous	Note 1	5Z1	A	Nonrecoverable

Authorities: A=Administrator; S=State Office; C=FLM

--Program Authority to Request Contract Goods and Services and Recoverability of PLCE's After September 30, 2010 (Continued)--

<u>NOTE</u>	<u>DESCRIPTION</u>
1	Requires written permission to use from the Administrator or Administrator's designee; contact LMD or LSPMD, as applicable.
2	Includes NEPA Environmental Assessments and Miscellaneous NEPA Studies.
3	These activities refer to due diligence investigations conducted to evaluate real property for the presence of contamination in loan making and loan servicing activities according to 1-EQ.
4	Includes recording and filing fees; obtaining copies of plats, mortgages, judgments, etc.; other similarly related expenses at offices such as Clerk of Court, Register of Mesne Conveyance, Register of Deeds, Department of Motor Vehicles, etc.
5	Use for UCC recording and filing in situations when funds have been collected from the applicant and remitted with Miscellaneous code 36 or 38 (Ref. 3-FI, Exhibit 5) to pay Secretary of State, to replenish prepaid accounts or to pay monthly invoices from third party processors for Secretary of State fees only. Use Data Processing code (Information Services/Data Processing) to pay third party processing fees charged FSA to process UCC filings and conduct searches; see Note 6.
6	Includes fees charged by third party processors to process UCC filings and searches.
7	Process as a single source financial transaction; includes access to PACER, state databases for real estate and/or equipment appraisals, etc.
8	Use in the acquisition of real estate or property rights necessary only to sell inventory real property, not for the purpose of increasing the financial return to FSA. Includes easement, right-of-way, ingress/egress.
9	Includes online auction fees, auction storage fees, auction rental fees, auctioneer fees/commission, and other similarly related costs.
10	For appraisals completed for Homestead Protection, use ND, "Co-Pay/Homestead Appraisals." Co-Pay appraisals are not authorized for Government Inventory Property.
11	Activities may be conducted on custodial property if necessary to protect the Agency's security interest.
12	These activities are applicable for pre-remedial and remedial response actions conducted pursuant to the Comprehensive Environmental Response Compensation and Liability Act, Resource Conservation and Recovery Act, and Toxic Substance Control Act or State laws governed by these statutes. All response actions shall be conducted by environmental professionals.
13	Servicing activities should be charged as a recoverable cost, except when State law, supported by an opinion from the Regional Attorney, provides otherwise.
14	Expenditures in excess of an aggregate amount of \$1,000 per property as outlined in 4-FLP and 5-FLP must have the prior written approval of SED.

***--Program Authority to Request Contract Goods and Services and Recoverability of PLCE's
After September 30, 2010 (Continued)--***

<u>NOTE</u>	<u>DESCRIPTION</u>
15	Includes payment for serving Summons and Complaint in foreclosure proceedings; costs incurred during an eviction; other similar expenses.
16	Only essential utilities will be paid, including fuel oil, gas, electricity, and propane in accordance with 4-FLP and 5-FLP.
17	Includes cost reimbursement.
18	Includes payments to the Bureau of Land Management, Forest Service, etc.

