

For: State and County Offices

**FY-End FLP Loan and Grant Obligation Processing Procedures**

Approved by: Associate Administrator for Operations and Management



**1 Loan and Grant Obligation Processing Procedures and Information**

**A Background**

This notice establishes a FY-end processing schedule to ensure that all FY 2012 FLP loan and grant obligations are properly recorded in FSA’s financial records.

**B Purpose**

This notice provides:

- the deadline for FY-end obligation processing
- guidance on FY-end obligation processing.

**C Contact**

If there are questions about this notice:

- County Offices shall contact State Offices
- State Offices shall contact Karen Rhoads by either of the following:
  - e-mail to **karen.rhoads@stl.usda.gov**
  - telephone at 314-679-6729.

<b>Disposal Date</b>	<b>Distribution</b>
January 1, 2013	State Offices; State Offices relay to County Offices

## Notice FI-3113

### 1 Loan and Grant Obligation Processing Procedures and Information (Continued)

#### D Obligation Processing Deadline

All loan and grant obligation requests **must** be processed through the Field Office terminal system **no later than noon c.t., September 28, 2012.**

Transactions that reject on September 30, 2012, because of lack of funds **cannot** be resubmitted for processing until the National Office has made FY 2013 funding available.

#### E PLCE Processing

A separate notice will be issued providing deadlines for processing PLCE items through NFC.