

UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency
Washington, DC 20250

Notice AO-1877

For: FSA Employees

FSA Apply Now Packets

Approved by: Administrator

**1 Overview****A Background**

The FSA Apply Now Packets have been created by FSA Outreach in partnership with the FPAC External Affairs Division to consolidate eligibility forms and streamline the application process for new and prospective customers and agricultural partners.

Separate packets are available for individual customers and entity customers.

B Purpose

This notice provides guidance on the FSA Apply Now Packets:

- availability
- printing services requests
- customer and stakeholder support.

C Contact

For questions about outreach:

- County Offices will contact their State Office outreach coordinator
- State Offices will contact FSA Outreach by e-mail to fsaoutreach@usda.gov.

For questions about eligibility forms:

- County Offices will contact their designated State Office specialist
- State Offices will contact their designated National Office specialist.

Disposal Date	Distribution
January 1, 2025	All FSA employees; State Offices relay to County Offices

2 Resource Information

A Resource Location

The FSA Apply Now Packets are available to:

- all FSA employees on the [FSA Outreach SharePoint](#) under FSA General for:
 - [FSA Apply Now Packet for Entities](#)
 - [FSA Apply Now Packet for Individuals](#)
- the public on the Farmers.gov Common Forms web page at:
<https://www.farmers.gov/working-with-us/common-forms>

Download the electronic fillable version at <https://www.farmers.gov/working-with-us/common-forms> and/or scan the QR code:



B Printing Services Request

To request printing services:

- download and complete the [FPAC Work Order Request Printing and Duplication Services](#) form
- submit the project file (PDF is preferred) with the work order form to commsptctr@usda.gov.

USDA e-authorization is required to access the work order form. Only 1 print job is allowed per request, and standard job completion is 15 business days. The requesting office is responsible for costs. Submit questions to commsptctr@usda.gov.

C Customer Support

The FSA Apply Now Packets are intended to streamline the application process for new customers but should not replace the customer service and support from interactions between field staff and new customers. New customers are directed to schedule a 1-on-1 appointment at their local USDA Service Center for assistance with getting started.

2 Resource Information (Continued)

D Stakeholder Outreach Support

The FSA Apply Now Packets are intended to help agricultural partners and stakeholders work with new customers to streamline the application process. FSA employees and offices will provide 1-on-1 support to stakeholders and partner organizations for outreach and training.

Additional resources are being developed by the National Office to support outreach, education, and technical assistance.