PROCEDURE NOTICE

RD MANUAL CHANGES

INSERT RD INS 440.1
(WSAL)

INTEREST RATES, AMORTIZATION,
GUARANTEE FEE, ANNUAL CHARGE, AND
FIXED PERIOD. This Instruction is
partially revised as follows:

Exhibit B, to update various program rates and the Treasury Judgement Rate
effective May 1, 2016.

REMOVE
Exhibit B: Pages 1 & 2 (Rev 86).

INSERT
Exhibit B: Pages 1 & 2 (Rev 87).

RD HANDBOOK CHANGES

INSERT RD HB-2-3560
(WSAL)

MFH ASSET MANAGEMENT HANDBOOK. This
Handbook is partially revised as follows:

Chapter 3:

Attachment 3-F, to reflect the Fiscal Year 2017 Management Fee. The Fiscal Year
2016 management fee is increased by the 2016 Operating Cost Adjustment Faction
(OCAF) for each State. These fees will be used for the Fiscal Year 2017 budget
cycle beginning January. Due to rising costs for off their road properties,
Hawaii has requested reinstatement of the off-road fee for FY 2017. The
additional fee is included in the calculation. All FY 2017 management fees have
been rounded up to the nearest dollar.

Chapter 4:

Paragraph 4.17 B., is revised to change $3500 to $5000. This change is made to
resolve wording conflict with the Form Manual Insert (FMI) for Form RD 3560-12
“Request for Authorization to Withdraw Reserve Funds.”

REMOVE
Chapter 3 dated 02-24-05:
Attachment 3-F: Pages 1 & 2;
Chapter 4 dated 02-24-05:
Pages 4-19 & 4-20.

INSERT
Chapter 3 dated 02-24-05:
Attachment 3-F: Pages 1 & 2 revised;
Chapter 4 dated 02-24-05:
Pages 4-19 & 4-20 revised 07-29-16.

(OVER)

READ PROCEDURE - DISCUSS IN STAFF CONFERENCE - KEEP PROCEDURE MANUAL UP TO DATE
NO SPECIAL PROCEDURE NOTICES RELEASED.

ADMINISTRATIVE NOTICES RELEASED:
(See AN Checklist)