

**0570-NEW (7 CFR 4279-B and 7 CFR 4287-B)
Business and Industry Loans Guaranteed Loanmaking and Servicing
American Recovery and Reinvestment Act Funding**

July 2009

REPORTING REQUIREMENTS - NO FORMS									
Section of Regulations	Title	Form Number (if any)	Estimated Number of Respondents	Reports Filed Annually	Total Annual Responses	Est'd # of Man-hours per response	Estimated Total Man-hours	Wage Class	Cost to the Public
4279.113(y)	Financing housing development sites	Written	6	on occasion	6	5.0	30.0	\$ 65	\$ 1,950
4279.119 (a)(2)	Loan guarantee limits	Letter	24	on occasion	24	0.5	12.0	\$ 65	\$ 780
4279.125(b)	Interest rate change	Letter	20	on occasion	20	0.5	10.0	\$ 65	\$ 650
4279.131(a-f) 4279.161(b)(8)	Credit quality analysis	Written	700	on occasion	700	2.5	1,750.0	\$ 65	\$ 113,750
4279.137	Financial statements	Written	700	on occasion	700	1.75	1,225.0	\$ 65	\$ 79,625
4279.143(a)	Hazard insurance	Assignment	50	on occasion	50	1.5	75.0	\$ 65	\$ 4,875
4279.143(b-c)	Life insurance	Assignment	200	on occasion	200	1.5	300.0	\$ 65	\$ 19,500
4279.143(d-e)	Flood and other insurance	Assignment	50	on occasion	50	1.5	75.0	\$ 65	\$ 4,875
4279.144 & 4279.161(b)(6)	Appraisal reports	Written report	100	on occasion	100	8.0	800.0	\$ 65	\$ 52,000
4279.150 & 4279.161(b)(13)	Feasibility studies	Written report	200	on occasion	200	24.0	4,800.0	\$ 65	\$ 312,000
4279.155	Loan priorities	Written	700	on occasion	700	0.2	140.0	\$ 65	\$ 9,100
4279.156	Planning and performing development	Written reports	-	on occasion	-	4.0	-	\$ 65	\$ -
4279.161(a) (1)(3-4)	Preapplication requirements	Letter & written evidence	100	on occasion	100	2.0	200.0	\$ 65	\$ 13,000
4279.161(b) & (c)	Application requirements	Document & other evidence	700	on occasion	700	3.5	2,450.0	\$ 65	\$ 159,250

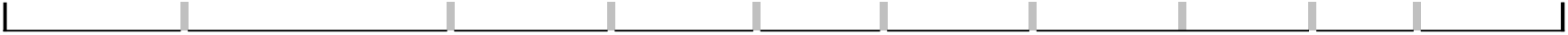
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4279.174(a-b)	Transfer of lender	Letter & evidence	5	on occasion	5	1.0	5.0	\$ 65	\$ 325
4279.180	Changes in borrower	Letter & evidence	4	on occasion	4	1.0	4.0	\$ 65	\$ 260
4279.181(a-n)	Conditions precedent to issuance of guarantee	Written	700	on occasion	700	2.0	1,400.0	\$ 65	\$ 91,000
4279.186	Issuance of Loan Note Guarantee	Document	700	on occasion	700	1.0	700.0	\$ 65	\$ 45,500
4279.187	Refusal to execute Loan Note Guarantee	Letter/written evidence	2	on occasion	2	3.0	6.0	\$ 65	\$ 390
ARRA Specific Requirements	Work Opportunity Tax Credit Program	Certification	70		70	0.25	17.5	\$ 65	\$ 1,138
ARRA Specific Requirements	Health care package	Certification	70		70	0.33	23.1	\$ 65	\$ 1,502
4287.107(b)	Loan classification	written	700	1	700	0.5	350	\$ 65	\$ 22,750
4287.107(c)	Agency and lender conference	written	300	1	300	1.5	450	\$ 65	\$ 29,250
4287.107(d)	Financial Reports and analysis - quarterly	written	100	4	400	0.5	200	\$ 65	\$ 13,000
4287.107(d)	Financial Reports and analysis - annually	written	650	1	650	2.0	1,300	\$ 65	\$ 84,500
4287.107(f)	Borrower visits	visit	300	1	300	2.0	600	\$ 65	\$ 39,000
4287.112	Interest rate adjustment	written	5	1	5	0.5	3	\$ 65	\$ 163
4287.113	Release of collateral	written	2	1	2	2.0	4	\$ 65	\$ 260
4287.123	Subordination of lien position	written	5	1	5	2.0	10	\$ 65	\$ 650
4287.134(a)(g)	Transfer and assumption	written	-	1	-	3.5	-	\$ 65	\$ -
4287.134(a)	Credit reports	written	2	1	2	0.5	1	\$ 65	\$ 65
4287.134(c)	Appraisal reports	written	2	1	2	1.0	2	\$ 65	\$ 130

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4287.135	Substitution of lender	written	2	1	2	1.0	2	\$ 65	\$ 130
4287.156	Protective advances	written	2	1	2	1.0	2	\$ 65	\$ 130
4287.157(c)	Liquidation plan	written document	2	1	2	6.0	12	\$ 65	\$ 780
4287.157(f)	Acceleration	written	2	1	2	0.5	1	\$ 65	\$ 65
4287.157(h)	Accounting and reports	written report	2	4	8	0.5	4	\$ 65	\$ 260
4287.180	Termination of guarantee	written	10	1	10	0.5	5	\$ 65	\$ 325
REPORTING REQUIREMENTS - FORMS									
4279.161(b)(2) Form 4279-1	Application for Loan Guarantee (B&I)	RBS Only	400	on occasion	400	4.0	1,600.0	\$ 65	\$ 104,000
4279.161(c) Form 4279-1A	Application for Loan Guarantee (B&I One-Doc)	RBS Only	350	on occasion	350	3.0	1,050.0	\$ 65	\$ 68,250
4279.161(a)(2) Form 4279-2	Certification of Non-Relocation & Market Capacity Report	RBS Only	150	on occasion	150	2.0	300.0	\$ 65	\$ 19,500
4279.173 3575.53 Form 4279-3	Conditional Commitment	RBS # RHS # RUS #	710	on occasion	710 - -	1.5	1,065.0 - -	\$ 65	\$ 69,225 \$ - \$ -
4279.186(a) 3575.4 Form 4279-4	Lenders Agreement	RBS # RHS # RUS #	400	on occasion	400 - -	2.0	800.0 - -	\$ 65	\$ 52,000 \$ - \$ -
4279.75(a) 3575.64 Form 4279-6	Assignment Guarantee Agreement	RBS # RHS # RUS #	550	on occasion	600 - -	0.5	300.0 - -	\$ 65	\$ 19,500 \$ - \$ -
4279.149(a) Form 4279-14	Unconditional Guarantee	RBS Only	500	on occasion	500	0.5	250.0	\$ 65	\$ 16,250
4287.107(a)	Guaranteed Loan Status Report	Form 1980-41	1,200	2	2,400	0.33	792	\$ 65	\$ 51,480
4287.145(a)	Guaranteed Loan Delinquent Status Borrower	Form 1980-44	60	6	360	0.33	119	\$ 65	\$ 7,722

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ARRA NOFA	ARRA Reporting Requirements	on-line report	700	1	700	1.0	700	\$ 65	\$ 45,500
TOTAL DOCKET					14,063		23,945		1,556,354

RECORDKEEPING REQUIREMENTS

All recordkeeping requirements are reported in 4287.107(d) -- (0570-0016)

REPORTING REQUIREMENTS - FORMS APPROVED UNDER OTHER NUMBERS

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4279.161(b)(3)	Request for Environmental Review	1940-20 (0575-0094)	500	1	500	6.0	3,000.0		
4279.186(a)(3)	Guaranteed Loan Closing Report	1980-19 (0570-0137)	700	1	700	1.0	700.0		
4287.157(i)	Lender's Guaranteed Loan Payment to USDA	Form 1980-43 (0575-0137)	100	12	1,200	0.50	600		
4287.158(c)	Loan Note Guarantee Report of Loss	Form 449-30 (0575-0137)	100	1	100	25.0	2,500		

Cost to the Federal Government

Activity	Number	# of Hours	Rate	TOTAL
Review preapplication material, DOL	250	6	\$ 35	\$ 52,500
Review application & lender analysis; site visit, negotiations, & env. assessment	725	20	\$ 35	\$ 507,500
Approve loan and obligate funds	700	8	\$ 35	\$ 196,000
Review documents and issue guarantee	700	6	\$ 35	\$ 147,000
National Office Reviews	750	1	\$ 40	\$ 30,000

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Financial Statement Review	750	3.0	\$35.00	\$ 78,750
Liquidation Plan	2	3.0	\$35.00	\$ 210
Borrower / lender visits	300	3.0	\$35.00	\$ 31,500
Release of Collateral	2	2.0	\$35.00	\$ 140
Subordination of Collateral	5	2.0	\$35.00	\$ 350
ANNUALIZED TOTAL				\$ 1,043,950

The reviews are typically completed by GS-11 & 12 State Loan Specialists and GS-13

State Program Directors. The loans are typically approved by the State Director.

The GS-8 or 9 State Loan Technician typically does the data entry in the computer system.