		REPORT	ING REQU	REMENT	S - NO FOR	MS				
		Form	Estimated	Reports	Total	Est'd # of	Estimated			Cost to
Section of	Title	Number	Number of	Filed	Annual	Man-hours	Total	W	age	the
Regulations		(if any)	Respondents	Annually	Responses	per response	Man-hours	С	lass	Public
PROCESSING - N	o Forms	` '								
4279.113(y)	Financing housing development sites	Written	4	on occasion	4	5.0	20.0	\$	65	\$ 1,300
4279.119 (a)(2)	Loan guarantee limits	Letter	15	on occasion	15	0.5	7.5	\$	65	\$ 488
4279.125(b)	Interest rate change	Letter	15	on occasion	15	0.5	7.5	\$	65	\$ 488
4279.131(a-f) 4279.161(b)(8)	Credit quality analysis	Written	350	on occasion	350	2.5	875.0	\$	65	\$ 56,875
4279.137	Financial statements	Written	350	on occasion	350	1.75	612.5	\$	65	\$ 39,813
4279.143(a)	Hazard insurance	Assignment	30	on occasion	30	1.5	45.0	\$	65	\$ 2,925
4279.143(b-c)	Life insurance	Assignment	150	on occasion	150	1.5	225.0	\$	65	\$ 14,625
4279.143(d-e)	Flood and other insurance	Assignment	25	on occasion	25	1.5	37.5	\$	65	\$ 2,438
4279.144 & 4279.161(b)(6)	Appraisal reports	Written report	70	on occasion	70	8.0	560.0	\$	65	\$ 36,400
4279.150 & 4279.161(b)(13)	Feasibility studies	Written report	125	on occasion	125	24.0	3,000.0	\$	65	\$ 195,000
4279.155	Loan priorities	Written	350	on occasion	350	0.2	70.0	\$	65	\$ 4,550
4279.156	Planning and performing development	Written reports	-	on occasion	-	4.0	-	\$	65	\$ -
4279.161(a) (1)(3-4)	Preapplication requirements	Letter & written evidence	70	on occasion	70	2.0	140.0	\$	65	\$ 9,100
4279.161(b) & (c)	Application requirements	Document & other evidence	350	on occasion	350	3.5	1,225.0	\$	65	\$ 79,625

Section of Regulations Title Number Number Number of Regulations Total Number of Respondents Number of Respondents Number of Respondents Number of Respondents Number of Filed Annual Man-hours Number of Piled Annual Man-hours Number of Ond Son						Cont'd)	O FORMS (IENTS - N	REQUIREM	REPORTING	ı	
Regulations(if any)RespondentsAnnuallyResponsesper responseMan-hoursClass4279.174(a-b)Transfer of lenderLetter & 3 on occasion3 1.0 3.0 \$654279.180Changes in borrowerLetter & 2 on occasion2 1.0 2.0 \$654279.181(a-n)Conditions precedent to issuance of guaranteeWritten occasion500 on 500 2.0 1,000.0 \$654279.186Issuance of Loan Note GuaranteeDocument occasion500 on 500 1.0 500.0 \$654279.187Refusal to execute Loan Note GuaranteeLetter/written occasion2 on 2 3.0 6.0 \$65ARRA SpecificWork OpportunityCertfication	Cost to	_			Estimated	Est'd # of	Total	Reports	Estimated	Form		
4279.174(a-b) Transfer of lender Letter & sevidence 3 on occasion 3 1.0 3.0 \$ 65 4279.180 Changes in borrower Letter & 2 on occasion 3 on occasion 4 occasion <	the		/age	W	Total	Man-hours	Annual	Filed	Number of	Number	Title	Section of
4279.174(a-b) Transfer of lender Letter & sevidence 3 on occasion 3 1.0 3.0 \$ 65 4279.180 Changes in borrower Letter & 2 on occasion 3 on occasion 4 occasion <	Public		lass	C	Man-hours	per response	Responses	Annually	Respondents	(if any)		Regulations
4279.180 Changes in borrower Letter & evidence 2 on occasion 2 1.0 2.0 \$ 65 4279.181(a-n) Conditions precedent to issuance of guarantee Written 500 on occasion 500 on 500 0.0 \$ 65 4279.186 Issuance of Loan Note Guarantee Document occasion 500 on 500 0.0 \$ 65 4279.187 Refusal to execute Loan Note Guarantee Letter/written evidence occasion 2 on 2 3.0 6.0 \$ 65 ARRA Specific Work Opportunity Certfication Certfication	19	\$	65	\$	3.0	1.0	3	on	3		Transfer of lender	4279.174(a-b)
Evidence Occasion Properties Propert								occasion		evidence		
4279.181(a-n) Conditions precedent to issuance of guarantee 4279.186 Issuance of Loan Note Guarantee 4279.187 Refusal to execute Loan Note Guarantee ARRA Specific Work Opportunity Written 500 on 500 1.0 500.0 \$ 65 occasion 2 on 2 3.0 6.0 \$ 65 occasion ARRA Specific Work Opportunity	\$ 130	\$	65	\$	2.0	1.0	2	on	2	Letter &	Changes in borrower	4279.180
issuance of guarantee 4279.186 Issuance of Loan Note Guarantee 4279.187 Refusal to execute Loan Note Guarantee ARRA Specific Work Opportunity Occasion Occasion		ш						occasion		evidence		
4279.186 Issuance of Loan Note Guarantee 4279.187 Refusal to execute Loan Note evidence ARRA Specific Work Opportunity Document 500 on 500 1.0 500.0 \$ 65 occasion 2 on 2 3.0 6.0 \$ 65 occasion Certfication	\$ 65,000	\$	65	\$	1,000.0	2.0	500	on	500	Written	Conditions precedent to	4279.181(a-n)
Guarantee occasion 4279.187 Refusal to execute Loan Letter/written 2 on 2 3.0 6.0 \$ 65 Note Guarantee evidence occasion ARRA Specific Work Opportunity Certfication								occasion			<u> </u>	
4279.187 Refusal to execute Loan Letter/written 2 on 2 3.0 6.0 \$ 65 Note Guarantee evidence occasion ARRA Specific Work Opportunity Certfication	\$ 32,500	\$	65	\$	500.0	1.0	500		500	Document		4279.186
Note Guarantee evidence occasion ARRA Specific Work Opportunity Certfication		_										
ARRA Specific Work Opportunity Certfication	\$ 390	\$	65	\$	6.0	3.0	2		2			4279.187
								occasion				
Requirements Tax Credit Program 30 30 0.25 7.5 \$ 65										Certfication		ARRA Specific
	\$ 488	\$	65	\$	7.5	0.25	30		30		Tax Credit Program	Requirements
ARRA Specific Health care package Certification										Certification	Health care package	ARRA Specific
Requirements 30 30 0.33 9.9 \$ 65	\$ 644	\$	65	\$	9.9	0.33			30			Requirements
Processing No Forms Subtotal 2,971 8,353	\$ 542,97	\$			8,353		2,971				orms Subtotal	Processing No Fo
SERVICING - No Forms											Forms	
4287.107(b) Loan classification written 600 1 600 0.5 300 \$ 65	\$ 19,500	\$	65	\$	300	0.5	600	1	600	written	Loan classification	4287.107(b)
4287.107(c) Agency and lender written 300 1 300 1.5 450 \$ 65 conference	\$ 29,250	\$	65	\$	450	1.5	300	1	300	written		4287.107(c)
4287.107(d) Financial Reports written 100 4 400 0.5 200 \$ 65 and analysis - quarterly	\$ 13,000	\$	65	\$	200	0.5	400	4	100	written	· ·	4287.107(d)
4287.107(d) Financial Reports written 650 1 650 2.0 1,300 \$ 65 and analysis - annually	\$ 84,500	\$	65	\$	1,300	2.0	650	1	650	written	The state of the s	4287.107(d)
4287.107(f) Borrower visits visit 300 1 300 2.0 600 \$ 65	\$ 39,000	\$	65	\$	600	2.0	300	1	300	visit		4287.107(f)
4287.112 Interest rate adjustment written 5 1 5 0.5 3 \$ 65	\$ 163	\$	65	\$	3	0.5	5	1	5	written	Interest rate adjustment	4287.112
4287.113 Release of collateral written 2 1 2 2.0 4 \$ 65	\$ 260	\$	65	\$	4	2.0	2	1	2	written	Release of collateral	4287.113
4287.123 Subordination of lien written 5 1 5 2.0 10 \$ 65 position	\$ 650	\$	65	\$	10	2.0	5	1	5	written		4287.123
4287.134(a)(g) Transfer and written - 1 - 3.5 - \$ 65 assumption	\$ -	\$	65	\$	-	3.5	-	1	-	written		4287.134(a)(g)
4287.134(a) Credit reports written 2 1 2 0.5 1 \$ 65	\$ 6!	\$	65	\$	1	0.5	2	1	2	written	Credit reports	4287.134(a)
4287.134(c) Appraisal reports written 2 1 2 1.0 2 \$ 65	130	\$	65	\$	2	1.0	2	1	2	written	Appraisal reports	4287.134(c)

		REPORTING	REQUIREN	MENTS - N	O FORMS ((Cont'd)					
		Form	Estimated	Reports	Total	Est'd # of	Estimated				Cost to
Section of	Title	Number	Number of	Filed	Annual	Man-hours	Total		age		the
Regulations		(if any)	Respondents	Annually	Responses	per response	Man-hours	CI	ass		Public
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
Servicing No For					2,292		2,896			\$	188,208
g					, í		i ' '				· ·
		REPO	RTING REQ	UIREMEN	TS - FORM	S					
PROCESSING - F	Forms										
4279.161(b)(2)	Application for Loan	RBS Only	200	on	200	4.0	800.0	\$	65	\$	52,000
Form 4279-1	Guarantee (B&I)			occasion							
4279.161(c)	Application for Loan	RBS Only	150	on	150	3.0	450.0	\$	65	\$	29,250
Form 4279-1A	Guarantee (B&I One-Doc)			occasion							
4279.161(a)(2)	Certification of Non-	RBS Only	30	on	30	2.0	60.0	\$	65	\$	3,900
	Relocation & Market			occasion							
Form 4279-2	Capacity Report							<u> </u>		<u> </u>	
4279.173	Conditional	RBS#	550		550	1.5	825.0	\$	65	\$	53,625
3575.53	Commitment	RHS#		on	-		-			\$	-
Form 4279-3		RUS#		occasion	-		-			\$	-
4279.186(a)	Lenders Agreement	RBS#	350		350	2.0	700.0	\$	65	\$	45,500
3575.4		RHS#		on	-		-			\$	-
Form 4279-4		RUS#		occasion	-		-			\$	-
4279.149(a)	Unconditional Guarantee	RBS Only		on							
Form 4279-14			450	occasion	500	0.5	250.0	\$	65	\$	16,250
Processing Form	ns Subtotal				1,780		3,085			\$	200,525
SERVICING - For	rms										
4279.75(a)	Assignment Guarantee	RBS#	500		600	0.5	300.0	\$	65	\$	19,500

January 2010

0570-0060 (7 CFR 4279-B and 7 CFR 4287-B) Business and Industry Loans Guaranteed Loanmaking and Servicing American Recovery and Reinvestment Act Funding

3575.64	Agreement	RHS#		on	-		-		\$	-
Form 4279-6		RUS#		occasion	-		-		\$	-
4287.107(a)	Guaranteed Loan Status	Form 1980-41	700	2	1,400	0.33	462	\$ 65	\$	30,030
	Report									
4287.145(a)	Guaranteed Loan	Form 1980-44	60	6	360	0.33	119	\$ 65	\$	7,722
	Delinquent Status Borrower									
ARRA NOFA	ARRA Reporting	on-line report	700	1	700	1.0	700	\$ 65	\$	45,500
	Requirements									
Servicing Forms	Subtotal				3,060		1,581		\$	102,752
Total Processing ((no forms plus forms)				4,751		11,438			\$743,496
Total Servicing (no	o forms plus forms)				5,352		4,476			\$290,960
ТО	TAL DOCKET				10,103		15,915		1	.,034,456

RECORDKEEPING REQUIREMENTS

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

REPORTING REQUIREMENTS - FORMS APPROVED UNDER OTHER NUMBERS												
		Form	Estimated	Reports	Total	Est'd # of	Estimated		Cost to			
Section of	Title	Number	Number of	Filed	Annual	Man-hours	Total	Wage	the			
Regulations		(if any)	Respondents	Annually	Responses	per response	Man-hours	Class	Public			
4279.161(b)(3)	Request for	1940-20	250	1	250	6.0	1,500.0					
	Environmental Review	(0575-0094)										
4279.186(a)(3)	Guaranteed Loan Closing Report	1980-19 (0570-0137)	600	1	600	1.0	600.0					
4287.157(i)	Lender's Guaranteed Loan Payment to USDA	Form 1980-43 (0575-0137)	600	12	7,200	0.50	3,600.0					
4287.158(c)	Loan Note Guarantee Report of Loss	Form 449-30 (0575-0137)	100	1	100	25.0	2,500.0					

Cost to the Federal Government												
Activity	Number	# of Hours		Rate		TOTAL						
	Proce	ssing										
Review preapplication	70	6	\$	35	\$	14,700						
material, DOL												
Review application &	350	20	\$	35	\$	245,000						
lender analysis; site												
visit, negotiations, &												
env. assessment	100		_		<u> </u>	447.000						
Approve loan and	420	8	\$	35	\$	117,600						
obligate funds			_		_	077.000						
Processing Subtotal					\$	377,300						
	Servi			0.5	•	100.000						
Review documents and	600	6	\$	35	\$	126,000						
issue guarantee			_		<u> </u>	24.000						
National Office Reviews	600	1	\$	40	\$	24,000						
Financial Statement	750	3.0		\$35.00	\$	78,750						
Review			_	* 25.00	_	212						
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	5	2.0		\$35.00	\$	350						
Collateral												
Servicing Subtotal					\$	260,950						
Servicing 3-year average					\$	86,983						

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.