

**2017 OMB No. 0575-0015 Community Facilities Loan Program**

**7 CFR 1942 Subpart A**

Section of Regulation (A)	Title (B)	Form No. (if Any) (C)	Est. No. of Respondents (D)	Reports Filed Annually (E)	Total Annual Responses (D) x (E) (F)	Est. No. of Man hours Per Response (G)	Est. Total Man-hours (F) x (G) (H)	Wages Class \$/Hr. (I)	Cost to the Public (H) x (I) (J)
------------------------------	--------------	-----------------------------	--------------------------------	-------------------------------	--	---	--	------------------------------	--

**REPORTING REQUIREMENTS - FORMS APPROVED WITH THIS DOCKET**

1780.33(h)(1); 1942.5(b)(1)(ii)(C); 1951.222(c)(3); 3570.71(h)	Operating Budget RHS	442-7	620	1	620	5	3,100	69.5	\$215,450
1780.41(a)(3); 1942.5(b)(1)(ii)(E); 1951.230(a)(9);1955.10(f)(3)(i); & 3570.82	Balance Sheet or Financial Statement RHS	442-3	380	1	380	1	380	56	\$21,280
1780.29(b)(1); 1942.17(l)(i)	Agreement for Engineering Services RHS	1942-19	160	1	160	4	640	56	\$35,840
1780.39(f); Guide 16 of 1942-A; 3570.61(e)	Resolution of Members or Stockholders RHS	1942-8	57	1	57	1	57	56	\$3,192
1780.41(a)(6); 1942.5(a)(1)(ii); 1952.230(f)(2); 4274.350; 1942.315(b); 4284.638(c); 3570.71	Letter of Intent to Meet Conditions RHS	1942-46	375	1	375	1	375	69.5	\$26,063
1942.17(j)(4)(i)(A); 3570.76	RBS (Small Socially Disadvantaged Producer Grant Program) Right-of-Way Easement RHS	442-20	15	1	15	1	15	69.5	\$1,043
1942.17(j)(4)(i); 3570.76	Right-of-Way Certificate RHS	442-21	190	1	190	1	190	56	\$10,640
1780.44(g)(1)(i), 1942.17(j)(4)(i); 3570.76	Opinion of Counsel Relative to Rights-of-Way RHS	442-22	160	1	160	1	160	56	\$8,960
1942.17(n)(2)	Loan Resolution (Public Bodies) RHS	1942-47	120	1	120	1	120	56	\$6,720
1942.17(n)(2)	Loan Resolution Security Agreement RHS	1942-9	240	1	240	1	240	56	\$13,440
1780.45(b)(1)(ii); 1942.17(p)(2)(ii); 1944.235(c)	Estimate of Funds Needed for 30-Day Period Commencing ____" RHS	440-11	510	3	1,530	1	1,530	83	\$126,990
1780.37(f); 1942.17(q)(2)(i)(A);1951.223(b)(1), 1951.230(a)(9); 3570.82	Promissory Note RHS	440-22	405	2	810	0.25	203	56	\$11,340
1942.8(d)	Statement of Budget, Income, and Equity RHS	442-2	514	1	514	2.5	1,285	56	\$71,960
1942.17(j)(3)(ii)(B)	Bond Registration Book RHS	442-28	110	1	110	1	110	56	\$6,160
1942.30(e)(1)	Position Fidelity Schedule Bond Declarations RHS	440-24	660	1	660	0.5	330	69.5	\$22,935
1942.30(e)(2)	Re-lender's Agreement RHS	1942-55	10	1	10	1.5	15	83	\$1,245
	Promissory Note RHS	1942-56	10	1	10	1	10	83	\$830

**2017 OMB No. 0575-0015 Community Facilities Loan Program**

**7 CFR 1942 Subpart A**

Section of Regulation (A)	Title (B)	Form No. (if Any) (C)	Est. No. of Respondents (D)	Reports Filed Annually (E)	Total Annual Responses (D) x (E) (F)	Est. No. of Man hours Per Response (G)	Est. Total Man-hours (F) x (G) (H)	Wages Class \$/Hr. (I)	Cost to the Public (H) x (I) (J)
1942.30(e)(4)	Adequate collateral (Loan Resolution Security Agreement)	1942-57							
	RHS		10	1	10	0.5	5	83	\$415
1942.17(n)(2)(x)	Equal Opportunity Agreement	400-1							
	RHS		1,205	1	1,205	0.17	205	69.5	\$14,237
1942.17(n)(2)(x)	Assurance Agreement	400-4							
	RHS		1,205	1	1,205	0.25	301	69.5	\$20,937
	Certification Regarding Debarment, Suspension & Other Responsibility Matters-Primary Covered Transactions	AD 1047							
	RHS		20	1	20	0.25	5	83	\$415
1942.17(j)(4)(i)(B)	Preliminary Title Opinion	1927-9							
	RHS		1,185	2	2,370	1.5	3,555	56	\$199,080
1942.17(j)(4)(i)(B)	Final Title Opinion	1927-10							
	RHS		1,185	2	2,370	0.33	782	56	\$43,798
1942.17(p)(5) & Guide 18	Partial Payment Estimate	1924-18							
	RHS		2,060	2	4,120	0.5	2,060	56	\$115,360
1942.18(o)(7)(ii) & Guide 18	Contract Change Order	1924-7							
	RHS		1,605	1	1,605	0.25	401	56	\$22,470
	Deposit Agreement	402-1							
	RHS		10	1	10	0.25	3	69.5	\$174
	Representations Regarding Felony Convictions and Tax Delinquency Status for Corporate Applicants	AD 3030							
	RHS		20	1	20	0.25	5	83	\$415
	Assurances Regarding Felony Convictions and Tax Delinquency Status for Corporate Applicants	AD 3031							
	RHS		20	1	20	0.05	1	83	\$83
<b>Subtotal</b>					<b>19,106</b>		<b>16,272</b>		<b>1,012,110</b>

<b>REPORTING REQUIREMENTS - NO FORMS</b>									
1942.17(c)(2)(vii)	Application to Obtain Additional Funding	Written							
	RHS		24	1	24	4	96	56	\$5,376
1942.17(b)(3); 3570.61(c)	elsewhere	Written							
	RHS		600	1	600	1	600	56	\$33,600
1942.17(e)	Notification of declination of service	Written							
	RHS		0	1	0	3	0	56	\$0
1942.17(g)(2)(iii)(A); 3570.80	Liens on real and chattel property	Written							
	RHS		15	1	15	1	15	56	\$840
1942.17(g)(3)(i)(B)	Financing Statement	Written							
	RHS		210	1	210	1	210	56	\$11,760
1942.17(j)(9); 3570.71	Public Information	Written							
	RHS		600	1	600	2	1,200	56	\$67,200

**2017 OMB No. 0575-0015 Community Facilities Loan Program  
7 CFR 1942 Subpart A**

Section of Regulation (A)	Title (B)	Form No. (if Any) (C)	Est. No. of Respondents (D)	Reports Filed Annually (E)	Total Annual Responses (D) x (E) (F)	Est. No. of Man hours Per Response (G)	Est. Total Man-hours (F) x (G) (H)	Wages Class \$/Hr. (I)	Cost to the Public (H) x (I) (J)
1942.5(b)(1)(ii)(D) and Guides 6-10; 3570.65	Preliminary Architectural or Engineering Report	Written							
	RHS		270	1	270	4	1,080	56	\$60,480
1942.17(l)(1); 3570.71	Agreement for professional services	Written							
	RHS		320	1	320	4	1,280	56	\$71,680
1942.17(h)(2)(iii)	Positive programs to encourage connections	Written							
	RHS		0	1	0	3	0	56	\$0
1942.17(n)(3)	Interim financing	Written							
	RHS		425	1	425	4	1,700	56	\$95,200
1942.17(j)(3)(iii)(A)	Property insurance	Written							
	RHS		370	1	370	1	370	56	\$20,720
1942.17(j)(3)(iii)(B)	Liability and Property Damage Insurance	Written							
	RHS		350	1	350	1	350	56	\$19,600
1942.17(j)(3)(iii)(D)	Flood Insurance	Written							
	RHS		36	1	36	1	36	56	\$2,016
1942.17(j)(3)(iii)(E)	Workman's compensation insurance	Written							
	RHS		270	1	270	0.5	135	69.5	\$9,383
1942.17(n)(6); 3570.80	Evidence of Disbursement of other funds	Written							
	RHS		170	1	170	1	170	56	\$9,520
1942.17(j)(4)(ii)	Acquisition of Land, Easement, Water Rights & Existing Facilities	Written							
	RHS		260	1	260	3	780	56	\$43,680
1942.3; 3570.65	Appraisal Report	Written							
	RHS		415	1	415	2	830	56	\$46,480
1942.5(b)(1)(ii)(I); 3570.70	Lease/Management agreement	Written							
	RHS		60	1	60	5	300	56	\$16,800
1942.17(g)(2)	Notes, bonds, warrants or other contractual obligations	Written							
	RHS		260	1	260	5	1,300	56	\$72,800
1942.18(e) & Guides 17 thru 19; 3570.76	Construction contract forms	Written							
	RHS		260	1	260	1	260	56	\$14,560
1942.8(g); 3570.80	Certification by borrower's attorney	Written							
	RHS		260	1	260	15	3,900	56	\$218,400
1942.18(m); 3570.76	Contracts awarded prior to application	Written							
	RHS		15	1	15	2	30	56	\$1,680
1942.18(o)(3); 3570.76	Resident Inspector resume	Written							
	RHS		190	1	190	0.5	95	56	\$5,320
1942.18(o)(4); 3570.76	Daily inspection report	Written							
	RHS		1,020	12	12,240	0.5	6,120	56	\$342,720
1942.5(b)(1)(ii)(G)	Evidence that facility cannot be provided by a public body	Written							
	RHS		140	1	140	1	140	56	\$7,840
1942.5(b)(1)(ii)(H); 3570.65	Financial feasibility report	Written							
	RHS		400	1	400	4	1,600	56	\$89,600
1942.17(b)(4); 3570.65	Organizational documents	Written							

**2017 OMB No. 0575-0015 Community Facilities Loan Program  
7 CFR 1942 Subpart A**

Section of Regulation (A)	Title (B)	Form No. (if Any) (C)	Est. No. of Respondents (D)	Reports Filed Annually (E)	Total Annual Responses (D) x (E) (F)	Est. No. of Man hours Per Response (G)	Est. Total Man-hours (F) x (G) (H)	Wages Class \$/Hr. (I)	Cost to the Public (H) x (I) (J)
	RHS		600	1	600	1	600	56	\$33,600
1942.5(a)(1)(ii), 1942.17(f)(1)	Borrower request to choose interest rate	Written							
	RHS		600	1	600	0.167	100	56	\$5,611
1942.5(b)(1)(ii)(F)	Five Year Financial History	Written							
	RHS		425	1	425	1	425	56	\$23,800
1942.17(g)(2)(iii)(A)(9)(ii)	Exceptional Community Support and Documentation	Written							
	RHS		375	1	375	4	1,500	56	\$84,000
1942.17(g)(3)(i)(D)	Other Security	Written							
	RHS		140	1	140	1	140	56	\$7,840
1942.17(j)(3)(iii)(C)	Malpractice Insurance	Written							
	RHS		130	1	130	0.5	65	56	\$3,640
1942.17(j)(4)(iii)	Land Purchase Contract	Written							
	RHS		50	1	50	2	100	56	\$5,600
1942.17(j)(8)	Certificate of Need	Written							
	RHS		35	1	35	1	35	56	\$1,960
1942.17(k); 3570.70	Certification of appropriate regulatory agencies	Written							
	RHS		125	1	125	4	500	56	\$28,000
1942.17(r)(1)(ii)(B) & Guide 22	Positive Action Plan	Written							
	RHS		35	1	35	2	70	56	\$3,920
1942.17(q)(4); 3570.83	Audits	Written							
	RHS		450	1	450	3	1,350	56	\$75,600
1942.17(q)(4)(ii)	Financial Statements - borrowers under \$100,000 gross income	Written							
	RHS		450	1	450	4	1,800	56	\$100,800
1942.18(j)(5)(iv)	Utilization of small business & minority owned business	Written							
	RHS		70	1	70	0.5	35	56	\$1,960
1942.18(k)(5); 3570.75	Procurement when other than bid or negotiation is used	Written							
	RHS		50	1	50	1	50	56	\$2,800
1942.18(l); 3570.76	Unconventional contracting methods	Written							
	RHS		50	1	50	5	250	56	\$14,000
1942.2(a)(1)(iii); 3570.65(a)(1)	State clearinghouse review	Written							
	RHS		370	1	370	1	370	56	\$20,720
1942.17(q)(1)(ii)	Approval of Audit	Written							
	RHS		245	1	245	0.5	123	56	\$6,860
1942.17(q)(2)(ii)(A); 3570.83	Governing body members and terms of office	Written							
	RHS		245	1	245	0.5	123	56	\$6,860
1942.30(a)	Documentation of Legal Powers	Written							
	RHS		20	1	20	0.5	10	83	830
1942.30(a)	Certification of Compliance with Federal, State, and Local Requirements	Written							
	RHS		20	1	20	1	20	83	1,660

**2017 OMB No. 0575-0015 Community Facilities Loan Program  
7.CER.1942 Subpart A**

Section of Regulation (A)	Title (B)	Form No. (if Any) (C)	Est. No. of Respondents (D)	Reports Filed Annually (E)	Total Annual Responses (D) x (E) (F)	Est. No. of Man hours Per Response (G)	Est. Total Man-hours (F) x (G) (H)	Wages Class \$/Hr. (I)	Cost to the Public (H) x (I) (J)
1942.30(a)	Documentation of Serving Persistent Poverty County(ies) or High Poverty Areas	Written							
	RHS		20	1	20	1	20	83	1,660
1942.30(a)	Documentation ("Letter of Intent") from a Financial Institution that an Irrevocable Letter of Credit or similar Performance Guarantee will be issued if re-lender is approved for funding	Written							
	RHS		20	1	20	5	100	83	8,300
1942.30(a)	Documentation Regulated and Supervised by a Federal or State Banking Regulatory Agency, Subject to Credit Examination, Not on a Watch List, and No Regulatory Actions Outstanding	Written							
	RHS		9	1	9	2	18	83	1,494
1942.30(a)	Documentation of strong Financial Strength and Performance rating	Written							
	RHS		4	1	4	5	20	83	1,660
1942.30(a)	Documentation of being a financially sound institution for Agency assessment	Written							
	RHS		7	1	7	64	448	83	37,184
1942.30(a)	Documentation of Legal, Non-governmental Status (except for Tribal governments)	Written							
	RHS		20	1	20	0.5	10	83	830
1942.30(a)	Documentation of Membership in a National Organization that provides training, technical assistance and credit evaluation or certified by a Government agency as having a primary mission of promoting development in low-income target markets and performs training and technical assistance as part of that mission.	Written							
	RHS		20	1	20	2	40	83	3,320
1942.30(a)	Certification to loan a majority of funds to applicants whose projects are located in or serve Persistent Poverty County(ies) or High Poverty Area(s)	Written							
	RHS		20	1	20	0.17	3	83	282
1942.30(a)	Multi-tier Action Environmental Compliance Agreement	Written							
	RHS		20	1	20	0.08	2	83	133
1942.30(a)	Documentation of Assistance Provided to RD Employees	Written							
	RHS		20	1	20	0.17	3	83	282
1942.30(a)	Documentation of each evaluation factor	Written							

**2017 OMB No. 0575-0015 Community Facilities Loan Program**

**7 CFR 1942 Subpart A**

Section of Regulation (A)	Title (B)	Form No. (if Any) (C)	Est. No. of Respondents (D)	Reports Filed Annually (E)	Total Annual Responses (D) x (E) (F)	Est. No. of Man hours Per Response (G)	Est. Total Man-hours (F) x (G) (H)	Wages Class \$/Hr. (I)	Cost to the Public (H) x (I) (J)
	RHS		20	1	20	2	40	83	3,320
1942.30(e)(3)	Irrevocable Letter of Credit	Written							
	RHS		50	1	50	1	50	83	4,150
1942.30(b)	Loan Origination and Servicing - applicant eligibility	Written							
	RHS		50	1	50	1.5	75	83	6,225
Subtotal					<b>22,945</b>		<b>31,102</b>		<b>\$1,766,986</b>

**RECORDKEEPING REQUIREMENTS**

1942.17(q)(1)(iv)	Borrower shall maintain accounting records for 3 years	Written	2,769	1	2,769	0.25	692	83	\$57,457
	Quarterly Financial Statements	Written	10	4	40	2	80	83	\$6,640
	Quarterly Report of Re-rent Loans	Written	10	4	40	1	40	83	\$3,320
	Annual Audits	Written	10	1	10	5	50	83	\$4,150
	Financial Strength and Performance Rating	Written	10	1	10	5	50	83	\$4,150
	Certification of 7CFR 3575.42 & 3575.43	Written	50	1	50	0.25	13	83	\$1,038
	Civil Rights Data	Written	10	1	10	1	10	83	\$830
	Documentation of providing funds to Persistent Poverty County(ies) and High Poverty Area(s)	Written	10	1	10	1	10	83	\$830
Subtotal					<b>2,939</b>		<b>945</b>		<b>78,414</b>
Grand Total					<b>44,990</b>		<b>48,319</b>		<b>\$2,857,510.45</b>

**2017 OMB No. 0575-0015 Community Facilities Loan Program**

**7 CER 1942 Subpart A**

Section of Regulation (A)	Title (B)	Form No. (if Any) (C)	Est. No. of Respondents (D)	Reports Filed Annually (E)	Total Annual Responses (D) x (E) (F)	Est. No. of Man hours Per Response (G)	Est. Total Man-hours (F) x (G) (H)	Wages Class \$/Hr. (I)	Cost to the Public (H) x (I) (J)
<b>REPORTING REQUIREMENTS - FORMS APPROVED UNDER OTHER OMB NUMBERS</b>									
1942.2(c)(2)	Application for Federal Assistance (For Construction)	SF-424 (4040-0004)							
	RHS		1,205						
	Budget Information - Non Construction Programs	SF-424A (4040-0006)							
	RHS		20						
	Assurances - Non Construction Programs	SF-424B (4040-0007)							
	RHS		20						
	Certification of Non-Lobbying Activities or Disclosure of Lobbying Activities	SF-LLL (4040-0013)							
	RHS		20						
	ACH Vendor/Miscellaneous Payment Enrollment Form	SF-3881 (1510-0056)							
	RHS		20						
	Environmental Policies and Procedures	Written (0575-0197)							
	RHS		1185						