

**2024 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) |
|------------------------------|--------------|-----------------------------|--------------------------------|-------------------------------|--|--|--|------------------------------|--|
|------------------------------|--------------|-----------------------------|--------------------------------|-------------------------------|--|--|--|------------------------------|--|

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 | 442-7 | | | | | | | |
| | RHS | | 1,120 | 1 | 1,120 | 5 | 5,600 | 74.0 | \$414,400 |
| 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 | 442-3 | | | | | | | |
| | RHS | | 680 | 1 | 680 | 1 | 680 | 59 | \$40,365 |
| 1780.29(b)(1); 1942.17(l)(i) | Agreement for Engineering Services | 1942-19 | | | | | | | |
| | RHS | | 310 | 1 | 310 | 4 | 1,240 | 59 | \$73,606 |
| 1780.39(f); Guide 16 of 1942-A; 3570.61(e) | Resolution of Members or Stockholders | 1942-8 | | | | | | | |
| | RHS | | 60 | 1 | 60 | 1 | 60 | 59 | \$3,562 |
| 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 | 1942-46 | | | | | | | |
| | RHS | | 670 | 1 | 670 | 1 | 670 | 74.0 | \$49,580 |
| | RBS (Small Socially Disadvantaged Producer Grant Program) | | 24 | 1 | 24 | 1 | 24 | 74.0 | \$1,776 |
| 1942.17(j)(4)(i)(A); 3570.76 | Right-of-Way Easement | 442-20 | | | | | | 59 | |
| | RHS | | 330 | 1 | 330 | 1 | 330 | 59 | \$19,470 |
| 1942.17(j)(4)(i); 3570.76 | Right-of-Way Certificate | 442-21 | | | | | | | |
| | RHS | | 330 | 1 | 330 | 1 | 330 | 59 | \$19,470 |
| 1780.44(g)(1)(i), 1942.17(j)(4)(i); 3570.76 | Opinion of Counsel Relative to Rights-of-Way | 442-22 | | | | | | | |
| | RHS | | 310 | 1 | 310 | 1 | 310 | 59 | \$18,290 |
| 1942.17(n)(2) | Loan Resolution (Public Bodies) | 1942-47 | | | | | | | |
| | RHS | | 180 | 1 | 180 | 1 | 180 | 59 | \$10,620 |
| 1942.17(n)(2) | Loan Resolution Security Agreement | 1942-9 | | | | | | | |
| | RHS | | 360 | 1 | 360 | 1 | 360 | 59 | \$21,240 |
| 1780.45(b)(1)(ii); 1942.17(p)(2)(ii); 1944.235(c) | Estimate of Funds Needed for 30-Day Period Commencing ____" | 440-11 | | | | | | | |
| | RHS | | 910 | 3 | 2,730 | 1 | 2,730 | 74 | \$202,020 |
| | Promissory Note | 440-22 | | | | | | | |
| | RHS | | 645 | 2 | 1,290 | 0.25 | 323 | 59 | \$19,028 |
| 1780.37(f); 1942.17(q)(2)(i)(A);1951.223(b)(1), 1951.230(a)(9); 3570.82 | Statement of Budget, Income, and Equity | 442-2 | | | 0 | | | | |
| | RHS | | 1,108 | 1 | 1,108 | 2.5 | 2,770 | 59 | \$163,430 |
| 1942.8(d) | Bond Registration Book | 442-28 | | | 0 | | | | |
| | RHS | | 175 | 1 | 175 | 1 | 175 | 59 | \$10,325 |
| 1942.17(j)(3)(ii)(B) | Position Fidelity Schedule Bond Declarations | 440-24 | | | | | | | |
| | RHS | | 1,062 | 1 | 1,062 | 0.5 | 531 | 59.0 | \$31,329 |
| 1942.30(e)(1) | Re-lender's Agreement | 1942-55 | | | | | | | |
| | RHS | | 27 | 1 | 27 | 1.5 | 41 | 88 | \$3,564 |
| 1942.30(e)(2) | Promissory Note | 1942-56 | | | | | | | |
| | RHS | | 27 | 1 | 27 | 1 | 27 | 88 | \$2,376 |

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|------------------------------|--|-----------------------------|--------------------------------|-------------------------------|--|--|--|------------------------------|--|
| 1942.30(e)(4) | Adequate collateral (Loan Resolution Security Agreement) | 1942-57 | | | | | | | |
| | RHS | | 27 | 1 | 27 | 0.5 | 14 | 88 | \$1,188 |
| Subtotal | | | | | 10,820 | | 16,394 | | 1,105,638 |

| REPORTING REQUIREMENTS - NO FORMS | | | | | | | | | |
|--|---|---------|-----|---|-----|-----|-------|------|-----------|
| 1942.17(c)(2)(vii) | Application to Obtain Additional Funding | Written | | | | | | | |
| | RHS | | 38 | 1 | 38 | 4 | 152 | 59 | \$8,968 |
| 1942.17(b)(3); 3570.61(c) | elsewhere | Written | | | | | | | |
| | RHS | | 966 | 1 | 966 | 1 | 966 | 59 | \$56,994 |
| 1942.17(e) | Notification of declination of service | Written | | | | | | | |
| | RHS | | 0 | 1 | 0 | 3 | 0 | 59 | \$0 |
| 1942.17(g)(2)(iii)(A); 3570.80 | Liens on real and chattel property | Written | | | | | | | |
| | RHS | | 25 | 1 | 25 | 1 | 25 | 59 | \$1,475 |
| 1942.17(g)(3)(i)(B) | Financing Statement | Written | | | | | | | |
| | RHS | | 338 | 1 | 338 | 1 | 338 | 59 | \$19,942 |
| 1942.17(j)(9); 3570.71 | Public Information | Written | | | | | | | |
| | RHS | | 966 | 1 | 966 | 2 | 1,932 | 59 | \$113,988 |
| 1942.5(b)(1)(ii)(D) and Guides 6-10; 3570.65 | Preliminary Architectural or Engineering Report | Written | | | | | | | |
| | RHS | | 434 | 1 | 434 | 4 | 1,736 | 59 | \$102,424 |
| 1942.17(l)(1); 3570.71 | Agreement for professional services | Written | | | | | | | |
| | RHS | | 515 | 1 | 515 | 4 | 2,060 | 59 | \$121,540 |
| 1942.17(h)(2)(iii) | Positive programs to encourage connections | Written | | | | | | | |
| | RHS | | 0 | 1 | 0 | 3 | 0 | 59 | \$0 |
| 1942.17(n)(3) | Interim financing | Written | | | | | | | |
| | RHS | | 675 | 1 | 675 | 4 | 2,700 | 59 | \$159,300 |
| 1942.17(j)(3)(iii)(A) | Property insurance | Written | | | | | | | |
| | RHS | | 595 | 1 | 595 | 1 | 595 | 59 | \$35,105 |
| 1942.17(j)(3)(iii)(B) | Liability and Property Damage Insurance | Written | | | | | | | |
| | RHS | | 560 | 1 | 560 | 1 | 560 | 59 | \$33,040 |
| 1942.17(j)(3)(iii)(D) | Flood Insurance | Written | | | | | | | |
| | RHS | | 58 | 1 | 58 | 1 | 58 | 59 | \$3,422 |
| 1942.17(j)(3)(iii)(E) | Workman's compensation insurance | Written | | | | | | | |
| | RHS | | 430 | 1 | 430 | 0.5 | 215 | 74.0 | \$15,910 |
| 1942.17(n)(6); 3570.80 | Evidence of Disbursement of other funds | Written | | | | | | | |
| | RHS | | 275 | 1 | 275 | 1 | 275 | 59 | \$16,225 |
| 1942.17(j)(4)(ii) | Acquisition of Land, Easement, Water Rights & Existing Facilities | Written | | | | | | | |
| | RHS | | 418 | 1 | 418 | 3 | 1,254 | 59 | \$73,986 |

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|---|--|-----------------------------|--------------------------------|-------------------------------|--|--|--|------------------------------|--|
| 1942.3; 3570.65 | Appraisal Report | Written | | | | | | | |
| | RHS | | 665 | 1 | 665 | 2 | 1,330 | 59 | \$78,470 |
| 1942.5(b)(1)(ii)(I); 3570.70 | Lease/Management agreement | Written | | | | | | | |
| | RHS | | 96 | 1 | 96 | 5 | 480 | 59 | \$28,320 |
| 1942.17(g)(2) | Notes, bonds, warrants or other contractual obligations | Written | | | | | | | |
| | RHS | | 418 | 1 | 418 | 5 | 2,090 | 59 | \$123,310 |
| 1942.18(e) & Guides 17 thru 19; 3570.76 | Construction contract forms | Written | | | | | | | |
| | RHS | | 418 | 1 | 418 | 1 | 418 | 59 | \$24,662 |
| 1942.8(g); 3570.80 | Certification by borrower's attorney | Written | | | | | | | |
| | RHS | | 418 | 1 | 418 | 15 | 6,270 | 59 | \$369,930 |
| 1942.18(m); 3570.76 | Contracts awarded prior to application | Written | | | | | | | |
| | RHS | | 24 | 1 | 24 | 2 | 48 | 59 | \$2,832 |
| 1942.18(o)(3); 3570.76 | Resident Inspector resume | Written | | | | | | | |
| | RHS | | 305 | 1 | 305 | 0.5 | 153 | 59 | \$8,998 |
| 1942.18(o)(4); 3570.76 | Daily inspection report | Written | | | | | | | |
| | RHS | | 1,640 | 12 | 19,680 | 0.5 | 9,840 | 59 | \$580,560 |
| 1942.5(b)(1)(ii)(G) | Evidence that facility cannot be provided by a public body | Written | | | | | | | |
| | RHS | | 225 | 1 | 225 | 1 | 225 | 59 | \$13,275 |
| 1942.5(b)(1)(ii)(H); 3570.65 | Financial feasibility report | Written | | | | | | | |
| | RHS | | 640 | 1 | 640 | 4 | 2,560 | 59 | \$151,040 |
| 1942.17(b)(4); 3570.65 | Organizational documents | Written | | | | | | | |
| | RHS | | 960 | 1 | 960 | 1 | 960 | 59 | \$56,640 |
| 1942.5(a)(1)(ii), 1942.17(f)(1) | Borrower request to choose interest rate | Written | | | | | | | |
| | RHS | | 960 | 1 | 960 | 0.167 | 160 | 59 | \$9,459 |
| 1942.5(b)(1)(ii)(F) | Five Year Financial History | Written | | | | | | | |
| | RHS | | 675 | 1 | 675 | 1 | 675 | 59 | \$39,825 |
| 1942.17(g)(2)(iii)(A)(9)(ii) | Exceptional Community Support and Documentation | Written | | | | | | | |
| | RHS | | 595 | 1 | 595 | 4 | 2,380 | 59 | \$140,420 |
| 1942.17(g)(3)(i)(D) | Other Security | Written | | | | | | | |
| | RHS | | 225 | 1 | 225 | 1 | 225 | 59 | \$13,275 |
| 1942.17(j)(3)(iii)(C) | Malpractice Insurance | Written | | | | | | | |
| | RHS | | 210 | 1 | 210 | 0.5 | 105 | 59 | \$6,195 |
| 1942.17(j)(4)(iii) | Land Purchase Contract | Written | | | | | | | |
| | RHS | | 80 | 1 | 80 | 2 | 160 | 59 | \$9,440 |
| 1942.17(j)(8) | Certificate of Need | Written | | | | | | | |
| | RHS | | 56 | 1 | 56 | 1 | 56 | 59 | \$3,304 |
| 1942.17(k); 3570.70 | Certification of appropriate regulatory agencies | Written | | | | | | | |
| | RHS | | 201 | 1 | 201 | 4 | 804 | 59 | \$47,436 |
| 1942.17(r)(1)(ii)(B) & Guide 22 | Positive Action Plan | Written | | | | | | | |
| | RHS | | 56 | 1 | 56 | 2 | 112 | 59 | \$6,608 |
| 1942.17(q)(4); 3570.83 | Audits | Written | | | | | | | |

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| | RHS | | 720 | 1 | 720 | 3 | 2,160 | 59 | \$127,440 |
| 1942.17(q)(4)(ii) | Financial Statements - borrowers under \$100,000 gross income | Written | | | | | | | |
| | RHS | | 720 | 1 | 720 | 4 | 2,880 | 59 | \$169,920 |
| 1942.18(j)(5)(iv) | Utilization of small business & minority owned business | Written | | | | | | | |
| | RHS | | 112 | 1 | 112 | 0.5 | 56 | 59 | \$3,304 |
| 1942.18(k)(5); 3570.75 | Procurement when other than bid or negotiation is used | Written | | | | | | | |
| | RHS | | 80 | 1 | 80 | 1 | 80 | 59 | \$4,720 |
| 1942.18(l); 3570.76 | Unconventional contracting methods | Written | | | | | | | |
| | RHS | | 80 | 1 | 80 | 5 | 400 | 59 | \$23,600 |
| 1942.2(a)(1)(iii); 3570.65(a)(1) | State clearinghouse review | Written | | | | | | | |
| | RHS | | 595 | 1 | 595 | 1 | 595 | 59 | \$35,105 |
| 1942.17(q)(1)(ii) | Approval of Audit | Written | | | | | | | |
| | RHS | | 380 | 1 | 380 | 0.5 | 190 | 59 | \$11,210 |
| 1942.17(q)(2)(ii)(A); 3570.83 | Governing body members and terms of office | Written | | | | | | | |
| | RHS | | 380 | 1 | 380 | 0.5 | 190 | 59 | \$11,210 |
| 1942.30(a) | Documentation of Legal Powers | Written | | | | | | | |
| | RHS | | 32 | 1 | 32 | 0.5 | 16 | 88 | 1,408 |
| 1942.30(a) | Certification of Compliance with Federal, State, and Local Requirements | Written | | | | | | | |
| | RHS | | 32 | 1 | 32 | 1 | 32 | 88 | 2,816 |
| 1942.30(a) | Documentation of Serving Persistent Poverty County(ies) or High Poverty Areas | Written | | | | | | | |
| | RHS | | 32 | 1 | 32 | 1 | 32 | 88 | 2,816 |
| 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 | | 32 | 1 | 32 | 5 | 160 | 88 | 14,080 |
| 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 | | 14 | 1 | 14 | 2 | 28 | 88 | 2,464 |
| 1942.30(a) | Documentation of strong Financial Strength and Performance rating | Written | | | | | | | |
| | RHS | | 6 | 1 | 6 | 5 | 30 | 88 | 2,640 |

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| 1942.30(a) | Documentation of being a financially sound institution for Agency assessment | Written | | | | | | | |
| | RHS | | 11 | 1 | 11 | 64 | 704 | 88 | 61,952 |
| 1942.30(a) | Documentation of Legal, Non-governmental Status (except for Tribal governments) | Written | | | | | | | |
| | RHS | | 32 | 1 | 32 | 0.5 | 16 | 88 | 1,408 |
| 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 | | 32 | 1 | 32 | 2 | 64 | 88 | 5,632 |
| 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 | | 32 | 1 | 32 | 0.17 | 5 | 88 | 479 |
| 1942.30(a) | Multi-tier Action Environmental Compliance Agreement | Written | | | | | | | |
| | RHS | | 32 | 1 | 32 | 0.08 | 3 | 88 | 225 |
| 1942.30(a) | Documentation of Assitance Provided to RD Employees | Written | | | | | | | |
| | RHS | | 32 | 1 | 32 | 0.17 | 5 | 88 | 479 |
| 1942.30(a) | Documentation of each evaluation factor | Written | | | | | | | |
| | RHS | | 32 | 1 | 32 | 2 | 64 | 88 | 5,632 |
| 1942.30(e)(3) | Irrevocable Letter of Credit | Written | | | | | | | |
| | RHS | | 80 | 1 | 80 | 1 | 80 | 88 | 7,040 |
| 1942.30(b) | Loan Origination and Servicing - applicant eligibility | Written | | | | | | | |
| | RHS | | 80 | 1 | 80 | 1.5 | 120 | 88 | 10,560 |
| Subtotal | | | | | 36,798 | | 49,837 | | \$2,983,287 |

RECORDKEEPING REQUIREMENTS

| | | | | | | | | | |
|-------------------|--|---------|-------|---|-------|------|-------|----|----------|
| 1942.17(q)(1)(iv) | Borrower shall maintain accounting records for 3 years | Written | 4,458 | 1 | 4,458 | 0.25 | 1,115 | 88 | \$98,076 |
| | Quarterly Financial Statements | Written | 16 | 4 | 64 | 2 | 128 | 88 | \$11,264 |
| | Quarterly Report of Re-rent Loans | Written | 16 | 4 | 64 | 1 | 64 | 88 | \$5,632 |
| | Annual Audits | Written | 16 | 1 | 16 | 5 | 80 | 88 | \$7,040 |
| | Financial Strength and Performance Rating | Written | 16 | 1 | 16 | 5 | 80 | 88 | \$7,040 |

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|------------------------------|---|-----------------------------|--------------------------------|-------------------------------|--|--|--|------------------------------|--|
| | Certification of 7CFR 3575.42 & 3575.43 | Written | 80 | 1 | 80 | 0.25 | 20 | 88 | \$1,760 |
| | Civil Rights Data | Written | 16 | 1 | 16 | 1 | 16 | 88 | \$1,408 |
| | Documentation of providing funds to Persistent Poverty County(ies) and High Poverty Area(s) | Written | 16 | 1 | 16 | 1 | 16 | 88 | \$1,408 |
| Subtotal | | | | | 4,730 | | 1,519 | | 133,628 |
| Grand Total | | | | | 52,348 | | 67,749 | | \$4,222,553.40 |

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| Form Burden Approved Under Other OMB Numbers | | | | | | | | | |
| 1942.2(c)(2) | Application for Federal Assistance (For Construction) | SF-424 (4040-0004) | | | | | | | |
| | RHS | | 1,205 | 1 | 1,205 | 1 | 1,205 | 59 | \$71,095 |
| | Budget Information - Non Construction Programs | SF-424A (4040-0006) | | | | | | | |
| | RHS | | 20 | 1 | 20 | 1 | 20 | 59 | \$1,180 |
| | Assurances - Non Construction Programs | SF-424B (4040-0007) | | | | | | | |
| | RHS | | 20 | 1 | 20 | 1 | 20 | 59 | \$1,180 |
| | Certification of Non-Lobbying Activities or Disclosure of Lobbying Activities | SF-LLL (4040-0013) | | | | | | | |
| | RHS | | 20 | 1 | 20 | 1 | 20 | 59 | \$1,180 |
| | ACH Vendor/Miscellaneous Payment Enrollment Form | SF-3881 (1530-0069) | | | | | | | |
| | RHS | | 20 | 1 | 20 | 1 | 20 | 59 | \$1,180 |
| | Environmental Policies and Procedures | Written (0575-0197) | | | | | | | |
| | RHS | | 1185 | 1 | 1185 | 1 | 1185 | 59 | \$69,915 |
| 1942.17(n)(2)(x) | Equal Opportunity Agreement | 400-1 | 16 | 1 | 16 | 0.25 | 4 | 59 | \$236 |
| | Certification Regarding Debarment, Suspension & Other Responsibility Matters-Primary Covered Transactions | AD 1047 | 32 | 1 | 32 | 1 | 32 | 88 | \$2,816 |
| | RHS | | 32 | 1 | 32 | 0.25 | 8 | 88 | \$704 |
| 1942.17(j)(4)(i)(B) | Preliminary Title Opinion | 1927-9 | | | | | | | |
| | RHS | | 1,905 | 2 | 3,810 | 1.5 | 5,715 | 59 | \$337,185 |
| 1942.17(j)(4)(i)(B) | Final Title Opinion | 1927-10 | | | | | | | |
| | RHS | | 1,905 | 2 | 3,810 | 0.33 | 1,257 | 59 | \$74,181 |
| 1942.17(p)(5) & Guide 18 | Partial Payment Estimate | 1924-18 | | | | | | | |
| | RHS | | 3,310 | 2 | 6,620 | 0.5 | 3,310 | 59 | \$195,290 |
| 1942.18(o)(7)(ii) & Guide 18 | Contract Change Order | 1924-7 | | | | | | | |
| | RHS | | 2,575 | 1 | 2,575 | 0.25 | 644 | 59 | \$37,981 |
| | Deposit Agreement | 402-1 | | | | | | | |
| | RHS | | 16 | 1 | 16 | 0.25 | 4 | 73.7 | \$295 |

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| | Representations Regarding Felony Convictions and Tax Delinquency Status for Corporate Applicants | AD 3030 | | | | | | | |
| | RHS | | 32 | 1 | 32 | 0.25 | 8 | 88 | \$704 |
| | Assurances Regarding Felony Convictions and Tax Delinquency Status for Corporate Applicants | AD 3031 | | | | | | | |
| | RHS | | 32 | 1 | 32 | 0.05 | 2 | 88 | \$141 |