Illinois Instruction 1780

Guide 3

LOAN DOCKET CONTENT

(Public Body)

Person Target No. for

Item Responsible Date RD

All documentation listed in Guide 2 (revised if necessary)

Form RD 1942-46, "Letter of Intent to Meet \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_ 2

Conditions” *(3G)*

RUS Bulletin 1780-12, " Water and Waste \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_ 1

System Grant Agreement" (if applicable) *(2G)*

Evidence of compliance with State and local \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_ 1

laws, zoning restrictions and development plans *(6H)*

**Title Evidence as follows**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_

Ordinance authorizing the use of Village owned 1

property and streets by the system (if applicable) *(5N)*

Form RD-IL 1927-9, "Preliminary Title Opinion" or 1 ea.

Title Insurance Commitment for each structure site *(5M)*

Form RD-IL 1927-10, "Final Title Opinion" or Title 1 ea.

Insurance Policy for each structure site *(5M)*

Certified or machine copies of Deeds *(5M)* 1 ea.

Form RD-IL 442-20, "Right-of-Way Easement” 1

(Facsimile Copy) *(5N)*

State Highway Right-of-Way & Crossing Permit *(5N)* 1 ea.

County Highway Right-of-Way & Crossing Permit *(5N)* 1 ea.

Township Road Right-of-Way & Crossing Permit *(5N)* 1 ea.

Railroad Right-of-Way & Crossing Permit with 1 ea.

signed statement from Page 8, Guide 1, of

Illinois Instruction 1780 attached *(5N)*

Form RD 442-22, "Opinion of Counsel Relative 1

to Rights-of-Way” *(5N)*

Form RD 442-21, "Right-of-Way Certificate" 1

with Right-of-Way Map attached *(5N)*

Final Plans and Specifications *(6D)* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_ 2

EPA and other State approval of plans and \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_ 1

specifications *(6C)*

Other licenses and permits *(6C)* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_ 1 ea.

Certified Bid Tabulation *(6F)* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_ 2

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Item Responsible Date RD

RUS Bulletin 1780-27, "Loan Resolution (Public \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_ 1

Bodies)" *(5H)*

Adopted Bond Ordinance \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_ 1

(Defeasance Provisions are Prohibited) *(2H)*

Construction Contract Documents (EJCDC \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_ 2

Funding Agency Edition) *(6G)*

Attorney's approval of executed contracts \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_ 1

and performance and payment bonds *(6G)*

Guide 6, Illinois Instruction 1780, “Plan for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_ 1

Operation and Maintenance of Water or

Waste System” adopted by the Board *(6K)*

Applicant's approval of Resident Project \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_ 2

Representative *(6E)*

Attorney's approval of all legal documents *(5J)* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_ 1

Form RD 440-24, "Position Fidelity Schedule \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_ 1

Bond Declaration" or other acceptable bond *(7B)*

Evidence of insurance coverage *(7A)* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_ 1

Commitment for Interim Financing *(2D)* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_ 1

SF Form 3881, “ACH Vendor/Miscellaneous \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_ 1

Payment Enrollment Form” *(2F)*

Form RD 3550-28, “Authorization Agreement \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_ 1

for Preauthorized Payments” *(2I)*

Borrower’s Accounting and Financial Reporting \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_ 1

*(1F)*

Agreement with Auditor *(1G)* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_ 1

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FOR RD USE ONLY

Form RD 400-3, "Notice to Contractors and Applicants" *(6D)*

Form RD 400-8, "Compliance Review" with attachment *(5I)*

User Verification by Area Specialist *(5G)*

Cash Contribution Audit by Area Specialist *(2E)*

State Engineer approval of Resident Project Representative *(6E)*

State Engineer approval of Plans and Specifications *(6D)*

Recheck CAIVRS and Debarment (SAM) for the applicant *(3F)*

Check Debarment (SAM) for all professional service providers prior to approving contracts *(attorney 5A, engineer 6B and contractors, etc. 6G)*

\*All documents can be found at [www.rurdev.usda.gov/IL\_1780.html](http://www.rurdev.usda.gov/IL_1780.html)

*\*Items in italics are docket positions.*

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