Illinois Instruction 1780

Guide 3A

LOAN DOCKET CONTENT

(Not-for-Profit Corporation)

 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)*

RUS Bulletin 1780-28, “Loan Resolution \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_ 1

 Security Agreement” *(5H)*

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

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

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

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 and Mortgagee's Title 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 1927-5, “Affidavit Regarding Work of 1

 Improvement” *(5L)*

Form RD 442-22, “Opinion of Counsel Relative to 1

 Rights-of-Way” *(5N)*

Form RD 442-21, “Right-of-Way Certificate” with 1

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

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

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

 specifications *(6D)*

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

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

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

 Funding Edition) *(6G)*

Attorney's opinion 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 with mortgage \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_ 1

 clause for loans secured by real estate or chattel

 mortgage *(7A)*

Form RD-IL 1927-4, “Real Estate Mortgage” \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_ 1

 (Draft) *(5L)*

UCC1, “Financing Statement” (Draft) *(1A)* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_ 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 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_ 1 Reporting *(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)*

Member Verification by Area Specialist *(5G)*

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

Form RD 440-22, “Promissory Note” (Draft Only- For New Loan) *(2H)*

Copies of Existing Real Estate Mortgage(s), Promissory Note(s) and Financing Statement(s) *(1B)*

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 <http://www.rurdev.usda.gov/IL_1780.html>

*\*Items in italics are docket positions.*

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