USDA Rural Development
Rev. Date: 02/2015

Pre-Application Stage I

APPLICANT INFORMATION TO BE PROVIDED
Community Facilities Direct Loan and Grant Programs

* Checklist represents items to be submitted by the applicant for a Stage I pre-application. The item numbers correlate with the Community Facilities Processing Checklist.

**Note all forms signed by the applicant must be signed by an authorized Representative of the applicant.

ITEM	ACTION	FORM	BY	DATE	
2	Pre-application for Federal Assistance	SF-424,A&B (non-const) SF-424,C&D (const)	APP		
3	DUNS# http://www.dnb.com/get-a-duns-number.html	(866) 705-5711	APP		
4	SAM Registration	https://www.sam.gov	APP		
5	Service Area	Population and MHI documentation	APP		
NP 6	Articles of Incorp., Bylaws, & Amendments Board Member list, Evidence of local control		APP/ATTR		
NP 7	Certificate of Good Standing http://da.sos.state.mn.us/minnesota/home/dahome.asp				
NP 9	Survey on Ensuring Equal Opportunity	Faith Based OMB No. 1890-0014	APP		
11	Conflict of Interest	RD MN 1900-D, Guide 1	APP		
12	Certification on Collection Policies	RD 1910-11	APP		
13	Debarment/Suspension Certification	AD-1047	APP		
15	Income Statement & Balance Sheet or Audit	Last 5 Years Audits or Financial Statements	APP		
16	Other Credit Information	MN 1942-A Guide 3	APP		

APP = Applicant **ATTR = Attorney**
NP = Items needed for Non-profit organizations only