

# **ADDITIONAL DATA**



Guaranteed Underwriting System



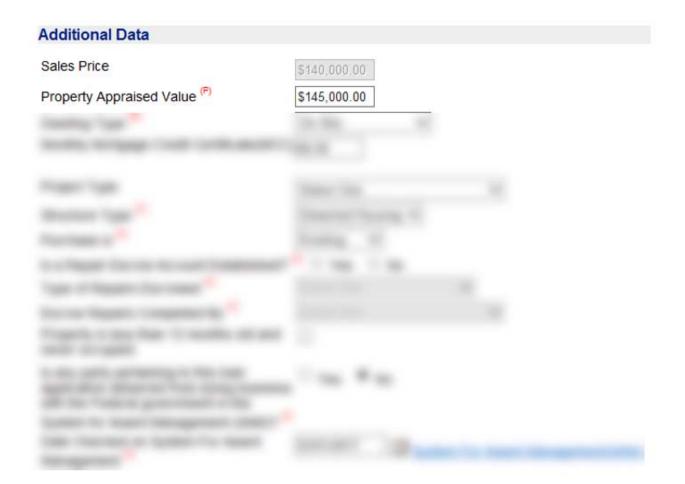
## **Training Objectives**

- Additional Data
  - Appraised value, Property information, Mortgage Credit Certificate,
     Repair escrows, SAM
- Buydown
- Requirements Checks
- Additional Borrower Information
- Immigration/Naturalization Check

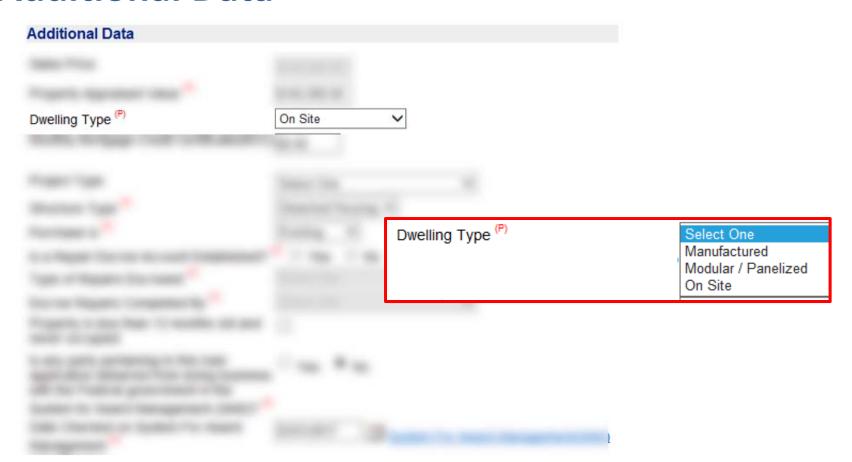


Additional Data	
Sales Price	\$140,000.00
Property Appraised Value (P)	\$145,000.00
Dwelling Type (P)	On Site 🗸
Monthly Mortgage Credit Certificate(MCC)	\$0.00
Project Type	Select One
Structure Type (F)	Detached Housing V
Purchase is <sup>(P)</sup>	Existing V
Is a Repair Escrow Account Established?	(F) O Yes O No
Type of Repairs Escrowed (F)	Select One
Escrow Repairs Completed By (F)	Select One
Property is less than 12 months old and never occupied	
Is any party pertaining to this loan application debarred from doing business with the Federal government in the	○ Yes ● No
System for Award Management (SAM)? (F)	)
Date Checked on System For Award Management <sup>(F)</sup>	03/01/2017 System For Award Management(SAM)

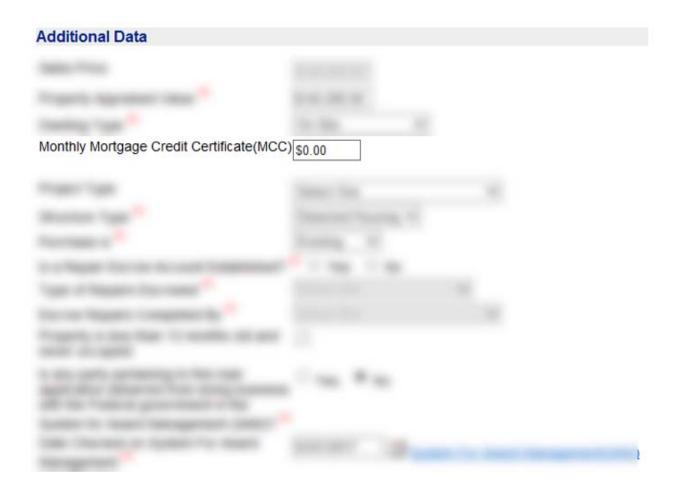




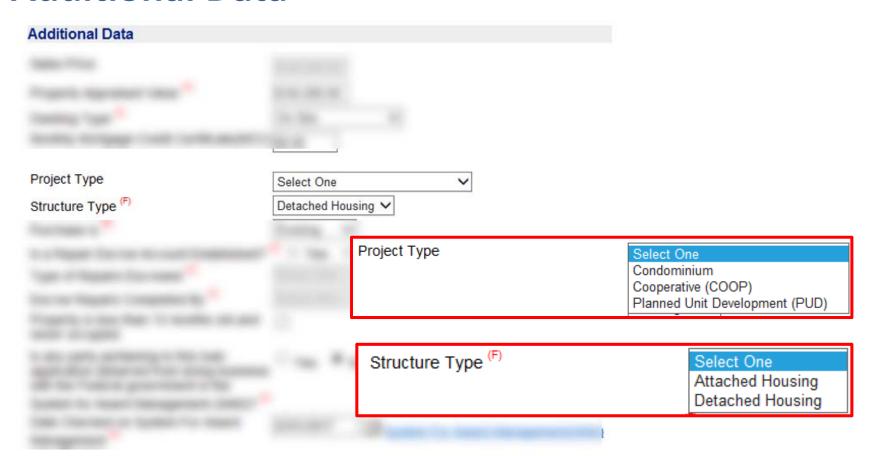






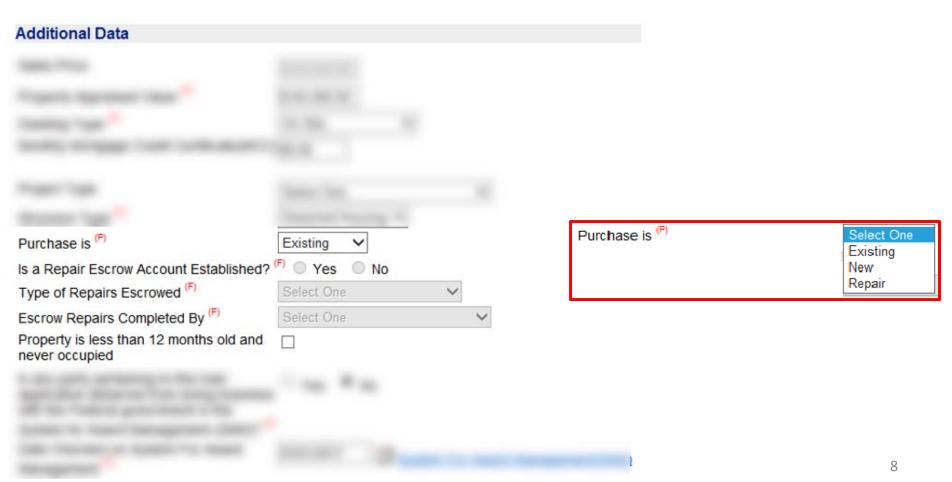






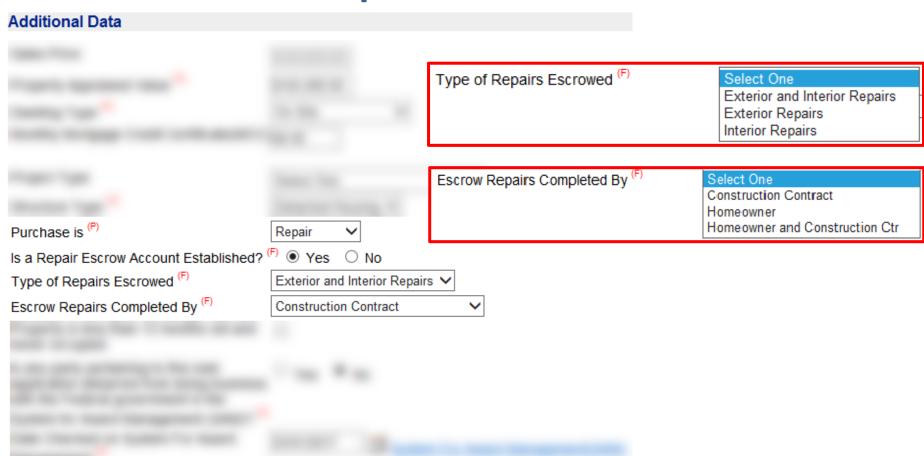


# **Additional Data: Existing**



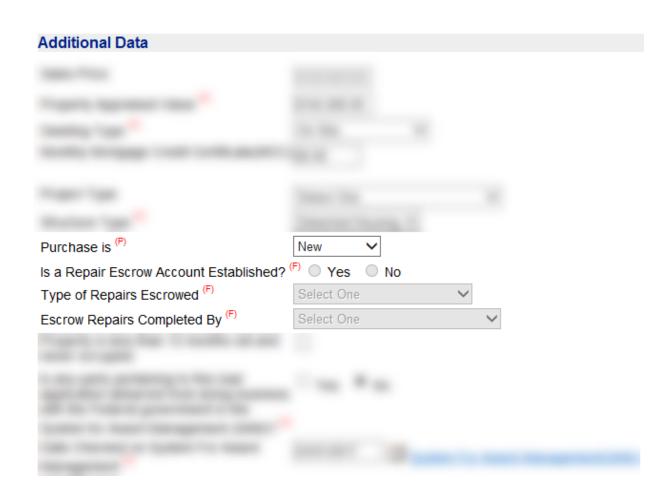


# **Additional Data: Repair**



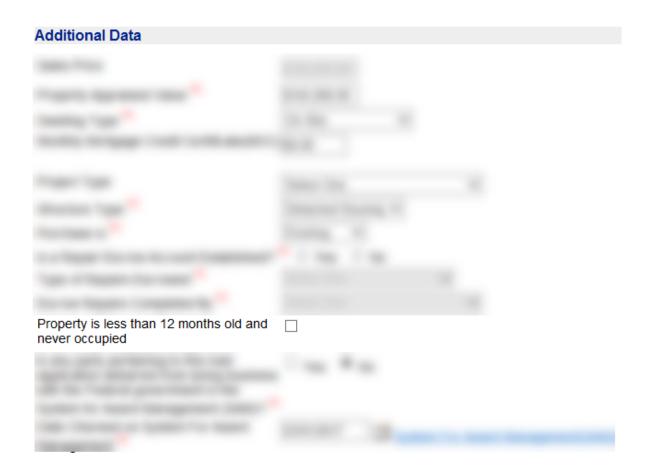


#### **Additional Data: New**

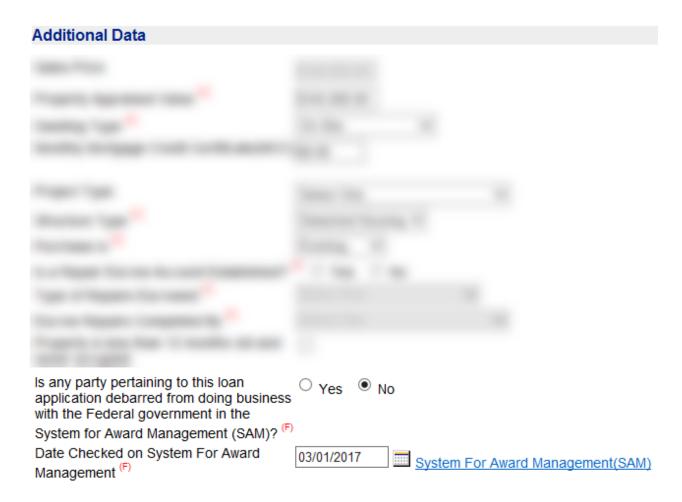




#### **Additional Data: New**

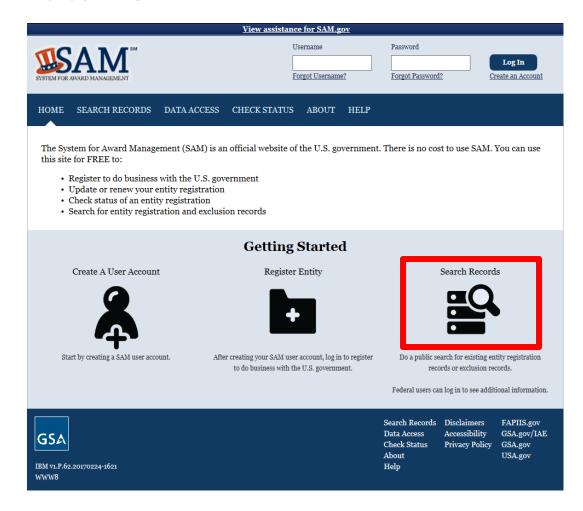








#### **Additional Data: SAM**





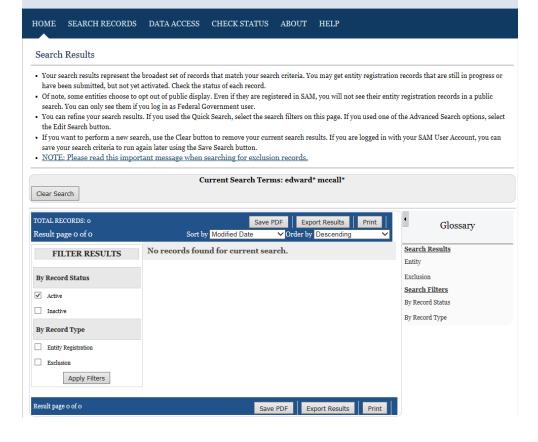
# **Addition**

ial Data: S	AM		
SAM SYSTEM FOR AWARD MANAGEMENT		Jsername	Password  Log In  Forgot Password?  Create an Account
HOME SEARCH RECORDS DA'	TA ACCESS CHECK STATUS	ABOUT HELI	•
Search Records			
information and registrants who chose t  Conducting small business-focused rese (SBA) supplemental information about t  Trying to find a contractor participating	? Create a SAM user account with yo o opt out of the public search. arch? In addition to what is contained hemselves. Use the <u>SBA's Dynamic S</u> in the Disaster Response Registry? U upplies, reconstruction, and other di	ur government e-mail a d in SAM, small busine small Business Search to Use the <b>Disaster Resp</b>	address and log into SAM before searching to see FOUO
QUICK SEARCH:			NCED SEARCH: cific criteria in multiple categories to structure your
Edward McCall		search.	and criteria in manapie entegories to structure your
(Example of search term	includes the entity's name, etc.)		ADVANCED SEARCH - ENTITY
DUNS Number Search:	Enter DUNS number ONLY		ADVANCED SEARCH - EXCLUSION
CAGE Code Search:	Enter CAGE code ONLY		PACTER RESPONSE RECIETRY SEARCH

Need Help?



#### **Additional Data: SAM**



Username

Forgot Username?

Password

Forgot Password?

Log In

Create an Account



Buydown	
(Interest Rate of last year of Buydown must equa	al Note Rate)
Third Party Contributor	Select One
Start Rate Percent (Year 1)	
Interest Rate Year 2	
Interest Rate Year 3	
Insert More Buydown Years	
Duration Months	0
Buydown Permanent Indicator (Check if applies)	

Third Party Contributor

Select One
Builder
Lender Premium
Other
Seller



#### **Additional Data: Temporary Buydown**

# Buydown (Interest Rate of last year of Buydown must equal Note Rate) Third Party Contributor Start Rate Percent (Year 1) Interest Rate Year 2 Interest Rate Year 3 Insert More Buydown Years Duration Months Buydown Permanent Indicator (Check if applies)



#### **Additional Data: Permanent Buydown**

#### Buydown

(Interest Rate of last year of Buydown must equal Note Rate)

Third Party Contributor

Start Rate Percent (Year 1)

Interest Rate Year 2

Interest Rate Year 3

Insert More Buydown Years

Seller

2.5000%

2.5000%

Duration Months

Buydown Permanent Indicator (Check if applies)

360



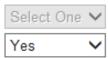
# Requirements Checks: Existing & Repair

#### **Requirements Checks**

(Enter any that apply)

Are all RHS thermal and site standards in compliance? (P)

For existing dwellings, are current requirements of HUD Handbook 4000.1 Standards met? (P)



For existing dwellings, are current requirements of HUD Handbook 4000.1 Standards met?

Select One
By Closing
Escrow
No
Yes



# **Requirements Checks: New Construction**





## **Requirements Checks: New Construction**

#### **Requirements Checks**

(Enter any that apply)

Are all RHS thermal and site standards in compliance? (P)

For existing dwellings, are current requirements of HUD Handbook 4000.1 Standards met?



Are all RHS thermal and site standards in compliance? (P)

Select One
By Closing
Escrow
t No
Yes



Access CAIVRS Website

## **Requirements Checks: CAIVRS**

NOTE: If the CAIVRS service is available the number returned will be auto populated and protected once the Borrower application page is saved. If the CAIVRS service is unavailable when the Borrower application page is saved, you can retrieve the CAIVRS number utilizing one of the following options:

1) Call the CAIVRS service through GUS by clicking on the "Get CAIVRS Number" button for each borrower.

 Access the HUD CAIVRS website directly by selecting "Access CAIVRS Website" hyperlink. The CAIVRS number retrieved in this manner must be manually entered in the CAIVRS Number block below.

Borrower Name CAIVRS Number (F)

America, Andy A183366701

America, Amy A183294684

Get CAIVRS Number

Get CAIVRS Number

et CAIVRS Number



#### **Additional Borrower Information**

(Check all that apply)

	Applicant's Name	Response
Do you have a relationship with any Rural Development employee? (P)	Homeowner, John	No Relationship 🗸
	Homeowner, Mary	Member of Family ✓
Are you a veteran? (P)	Homeowner, John	● Yes ○ No
	Homeowner, Mary	○ Yes ● No
Are you disabled? (P)	Homeowner, John	○ Yes ● No
	Homeowner, Mary	○ Yes ● No
Are you debarred from doing business with the federal government? (P)	Homeowner, John	○ Yes ● No
	Homeowner, Mary	○ Yes ● No

# Select One Associate Close Relative Employee Member of Family No Relationship



#### **Additional Data: SAVE**

#### Immigration / Naturalization Check

(The applicant indicated they are not a U.S. citizen. Immigration/Naturalization information must be provided.)

America, Amy

Insert Immigration Info



#### **Additional Data: SAVE**

#### **Immigration Forms**

The Single Family Housing Guaranteed Loan Program may not permit loans to be guaranteed unless the non-permanent alien is deemed to be a qualified alien. Lenders must secure proof of identity and evidence that non-citizens who apply for a guaranteed loan are qualified aliens. Lenders are required to obtain one of the documents listed below. Once the document is selected (multiple selections are not permitted) users may "SAVE" the page and select "BACK" to return to the Additional Data page in GUS. Note: The Additional Data page will redisplay and require additional fleids to be completed by the lender in the Immigration / Naturalization Check section of the page. These additional fleids must be completed by the lender prior to selecting the "Verify Eiglibility via SAVE" pushbutton.

#### Borrower: Homeowner, Mary

#### Documentation that a Non-Citizen is a Qualified Alien

CIS Form I-551	"Alien Registration Receipt Card" (for permanent OR conditional resident aliens)
CIS Form I-766	"Employment Authorization Document," with the annotation A3
CIS Form I-766	"Employment Authorization Document," with the annotation A5
CIS Form I-766	"Employment Authorization Document," with the annotation A10
CIS Form I-571	"Refugee Travel Document"
CIS Form I-94	Arrival-Departure Record, with the annotation "Admitted as Refugee Pursuant to Section 207"
CIS Form I-94	Arrival-Departure Record, with the annotation "Section 208" or "Asylum"
CIS Form I-94	Arrival-Departure Record, with the annotation "Section 243(h)" or "Deportation stayed by Attorney General"
CIS Form I-94	Arrival-Departure Record, with the annotation "Paroled Pursuant to Section 212(d)(5) of the INA"
CIS Form I-94	Arrival-Departure Record, with the annotation "Admitted Under Section 203(a)(7) of the INA"
Form I-94	Arrival-Departure Record, with no annotation, accompanied by a final court decision granting asylum (providing no appeal taken)
Form I-94	Arrival-Departure Record, with no annotation, accompanied by a letter from a CIS asylum officer granting asylum (if application is filed on or after October 1, 1990) or from a CIS district director granting asylum (if application is filed on or before October 1, 1990)
Form I-94	Arrival-Departure Record, with no annotation, accompanied by a court decision granting withholding of deportation
Form I-94	Arrival-Departure Record, with no annotation, accompanied by a letter from an asylum officer granting withholding of deportation (if application filed on or after October 1, 1990)
Receipt	A receipt issued by the CIS indicating that an application for issuance of a replacement document in one of the above-listed categories has been made and the applicant's entitlement to the document has been verified.
Jay Treaty	Documentation in accordance with HB-1-3555 Chapter 8.2F for Native Americans in the United States under the Jay Treaty.
SAVE	Verification (Systematic Alien Verification for Entitlements) has Determined that the applicant is a qualified alien.

BACK CLOSE CANCEL



## **Additional Data: SAVE**

Immigration / Naturalization Check		
(The applicant indicated they are not a U.S. citizen. Immigrati	ion/Naturalization information must be provided.)	
America, Amy Update Immigration Info	Verify Eligibility via SAVE	
, ,		
Alien Identification Number		
Card Number		
Downwood Switch Body		
Document Expiration Date		



# **Additional Data: SAVE Eligible**

Immigration / Naturalization Check		
(The applicant indicated they are	not a U.S. citizen. Immigration/Naturalization information must be provided.)	
No View Imr	migration Info	
Alien Identification Number	2	
Card Number		
Card Number		
Document Expiration Date	12/15/2015	
SAVE Case Number	20	
SAVE Initial Verification	Submitted 09/25/2015	
Verification Results	LAWFUL PERMANENT RESIDENT-EMPLOYMENT AUTHORIZED	
Qualification Status	ELIGIBLE	
Case Status	CLOSED	

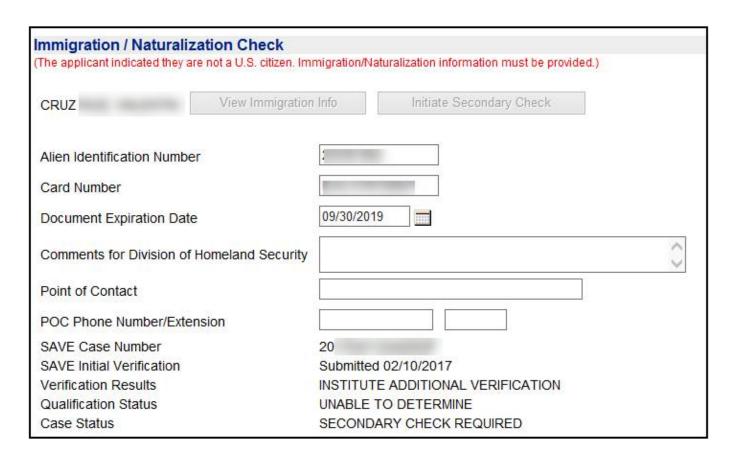


# **Additional Data: SAVE Incomplete**

Immigration / Naturalizati (The applicant indicated they are n		uralization information must be provided.)
AR	View Immigration Info	Re-verify Eligibility
Alien Identification Number		
Card Number		
Document Expiration Date	10/18/	
SAVE Case Number	201	
SAVE Initial Verification	Submitted 02/17/20	017
Verification Results	INCOMPLETE	
Qualification Status	UNABLE TO DETE	RMINE
Case Status	FAILED - SEE SAV	ERROR
Name Submitted (First, Middl	e, Last)	



## **Additional Data: SAVE Secondary Check**





#### **Additional Data: SAVE Secondary Check**

- Complete the additional data fields
- Select "Initiate Secondary Check"
- 3 5 business days: automated system check
- GUS and SAVE update each night
- Log into the GUS application to check for results
- USDA cannot provide SAVE results outside of GUS



Immigration / Naturalization Check	migration/Naturalization information must be provided.)
,	
Valencia, View Immigration Info	Initiate Third Check
Alien Identification Number	
Card Number	E
Document Expiration Date	07/08/2023
Comments for Division of Homeland Security	<b>\$</b>
Point of Contact	A
POC Phone Number/Extension	
POC Street Address	
POC City	
POC State/Zip	Select One
SAVE Case Number	20 <sup>-</sup>
SAVE Initial Verification	Submitted 01/30/2017
SAVE Third Check	
Verification Results	RESUBMIT DOC (NEED COPY ORIGINAL)
Qualification Status	UNABLE TO DETERMINE
Case Status	THIRD CHECK REQUIRED
DOB Submitted	Submitted (





#### Verification Request

Department of Homeland Security U.S. Citizenship and Immigration Services USCIS Form G-845 OMB No. 1615-0101 Expires: 05/31/2018

► START HERE - Type or print in black ink.	
Part 1. Information From the Registered Agency	3. Case Verification Number
NOTE: Only the Registered Agency should complete this information.  To: U.S. Citizenship and Immigration Services (USCIS)  Attn: USCIS SAVE Program Status Verification Office	4. Date of Birth (mm/dd/yyyy)  5. Social Security Number
	Student and Exchange Visitor Information System     (SEVIS) Number
	7. Citizenship or Nationality
Stamp, type, or print the name, address, and ZIP Code of the Registered Agency. (Print clearly since USCIS may use agency address below with a No. 10 window envelope.)  From:	Documents Attached (Select all that apply)  8.a. Photocopy of most recently issued immigration document attached. Ensure copies are legible and made from an original document. If the immigration document is printed on both sides, attach a copy of the front and back.
	8.b. Other Information Attached (Specify Documents)



#### https://www.uscis.gov/g-845





- Complete the additional data fields
- Include clear copies of all documentation (front & back)
- Select "Initiate Third Check"
- 20 30 business days: manual check
- Point of Contact listed may be called
- Form G-485 is not a USDA form
- USDA does not perform manual check: CIS
- Log into the GUS application to check for results



#### **Additional Data: SAVE Not Eligible**





#### **GovDelivery Sign up**

https://public.govdelivery.com/accounts/USDARD/subscriber/new?qsp=USDARD\_25



#### **Email Updates**

To sign up for updates or to access your subscriber preferences, please enter your contact information below.

*Email Address	

Submit

Cancel



Thank you for supporting the USDA Single Family Housing Guaranteed Loan Program!





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