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UNITED STATES DEPARTMENT OF AGRICULTURE  
Rural Utilities Service

BULLETIN 1780-11  
RD-GD-2020-106

SUBJECT: Water and Waste Loan/Grant Docket

OFFICE OF PRIMARY INTEREST: Assistant Administrator, Electric  
Program.

PURPOSE: This bulletin is issued only for use by State Program Officials in the preparation of documents which will inform applicants and RUS personnel on the items to be included in the docket.

WATER AND WASTE LOAN/GRANT DOCKET

SF 424.2, "Application for Federal Assistance (For Construction)"

Form RD 1910-11, "Application Certification, Federal Collection Policies for Consumer or Commercial Debts"

Clearinghouse Comments

Form RD 1940-20, "Request for Environmental Information"

Form RD 1940-22, "Environmental Checklist for Categorical Exclusions,"

Form RD 1940-21, "Environmental Assessment for Class I Action," or Class II Environmental

Assessment

Environmental Impact Statement, if necessary

Letter of Conditions

Form RD 1942-46, "Letter of Intent to Meet Conditions"

Any required agreement for services such as engineering, legal, accounting, auditing, maintenance, management, plant operations, water purchase or water treatment.

Construction contract and bidding documents

Required evidence of compliance with any required State and local laws or regulations and not inconsistent with applicable development plans.

Legal Documents:

Promissory note/bond

Bond Transcript

Notice of sale of bond (if applicable)

Form RD 442-28, "Bond Registration Book"

Evidence of title to pledged assets

Form RD 442-20, "Right-of-way Easement"

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Form RD 442-21, "Right-of-way Certificate"

Form RD 442-22, "Opinion of Counsel Relative to Rights-of-way"

Form RD 440-34, "Option to Purchase Real Property"  
Deeds Leases, Liens, Benefit Assessment Rolls  
Assignment of Water Rights

Evidence of Organization:

Other than public body:  
Articles of Incorporation, Bylaws  
Rules and regulations, Charter  
List of applicant officers, Membership or user certificate  
Certified List of all members of the governing body indicating the officers and term of office  
Certified List of users or members  
Form RD 1942-8, "Resolution of Members or Stockholders"  
Form RD 1942-9, "Loan Resolution (Security Agreement)"  
Other basic organization data

Public Body:

Legislation, court order, referendum, evidencing organization and authority.  
Certified List of Users, Benefit Assessment Roll  
Form RD 1942-47, "Loan Resolution (Public Bodies)"

Fiscal:

Form RD 442-3, "Balance Sheet"  
Form RD 442-7, "Operating Budget," including projected cash flow  
Evidence of user cash contribution and user agreements  
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Provision for interim financing  
Evidence of collateral pledge

Additional Forms:

Form RD 400-1, "Equal opportunity Agreement"  
Form RD 400-4, "Assurance Agreement"  
Form RD 400-6, "Compliance Statement"  
Form AD-622, "Notice of Preapplication Review Action"  
Form RD 1942-39, "Processing Check List (Other Than Public Bodies)"  
Form RD 1942-40, "Processing Check List (Public Bodies)"  
Form RD 442-10, "Appraisal Report - Water and Waste Disposal System"  
Form RD 1942-45, "Project summary - Water and Waste Disposal and other Utility-Type Projects"  
Form RD 1942-51, "Water and Waste Disposal - Development Grant Summary"  
Form RD 1942-14, "Association Project Fund Analysis"  
Form RD 1940-1, "Request for obligation of Funds"  
Form RD 440-57, "Acknowledgment of Obligated Funds/Check Request"  
Form RD 1924-16, "Record of Pre-Construction Conference"

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