



USDA GUS TRAINING

ADDITIONAL DATA INFORMATION



Rural Development
U.S. DEPARTMENT OF AGRICULTURE

Training Objectives:

- Understanding of how to complete the Additional Data tab in GUS.
 - Appraisal/Property related questions
 - System for Award Management (SAM)
 - Requirement checks
 - USDA relationships



Additional Data

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Additional Data

Purchase is (P)
Choose One

Will a repair escrow account be established for repairs to be completed post-issuance of Loan Note Guarantee? (F)
☐ Yes
☐ No

System for Award Management (SAM) indicates a party to the transaction is debarred from business with the Federal government. (P)
☐ Yes
☒ No

Date Checked on System for Award Management (SAM) (P)
MM/DD/YYYY

Lender Name

USDA Assigned Branch Number

Branch List

Requirement Checks

New Construction Dwellings: USDA new construction requirements and documentation are met. (P)
Choose One

Existing Dwellings: Current minimum property requirements (MPR) of HUD Handbook 4000.1 are met. (P)
Choose One

Additional Borrower Information

Borrower's Name

Do you have a relationship with any Rural Development employee? (P) ⓘ
☐ Yes ☒ No

Immigration/Naturalization Check

(The automated Immigration/Naturalization verification is no longer available. Approved USDA lenders are required to secure/document a non-U.S. citizen's legal residency, outside of the Guaranteed Underwriting System, and retain this documentation in their permanent casefile. This verification must occur prior to a final submission. Current information pertaining to acceptable citizenship or immigration status is available in Chapter 8 of Handbook-1-3555.)

- Steps:
1. Select from the drop-down to choose whether the **Purchase** is “**New**” or “**Existing**”.

2. Select “**Yes**” or “**No**” for the **System for Award Management (SAM)** question and then enter the date when the System for Award Management was checked.

A. The fields **Lender Name** and **USDA Assigned Branch Number** will auto-populate. If **Branch Number** is missing or incorrect, select **Branch List** to look up the number.

3. **Requirement Checks** section, if the **Purchase** is “**New**” then the **New Construction Dwelling** field will be enabled. If it is “**Existing**”, then the **Existing Dwellings** field will be enabled. Also, if the loan is **Refinance**, both fields will be disabled.

4. Select “**Yes**” or “**No**” to the USDA relationship question.



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