

## PROCEDURE NOTICE

### RD MANUAL CHANGES

INSERT RD INS 440.1  
(WSAL)

**INTEREST RATES, AMORTIZATION,  
GUARANTEE FEE, ANNUAL CHARGE, AND  
FIXED PERIOD.** This Instruction is  
partially revised as follows:

Exhibit B, to update various program rates and the Treasury Judgement Rate effective November 1, 2017.

REMOVE

Exhibit B: Pages 1 & 2 (Rev 104).

INSERT

Exhibit B: Pages 1 & 2 (Rev 105).

### RD HANDBOOK CHANGES

RD HB-1-3555  
(WSAL)

**SFH GUARANTEED LOAN PROGRAM TECHNICAL  
HANDBOOK.** This Handbook is partially  
revised as follows:

#### Chapter 3:

Paragraph 3.2 (A) "Such documentation must be dated within 12 months of requesting approval to participate in the Rural Development SFHGLP" was removed;

Paragraph 3.2 (B) (1) first bullet "credit" was added prior to the word losses. Second bullet ECOA was added;

Paragraph 3.2 (B) (2) updated language to clarify that the requirement pertained to lenders repurchasing loans;

Paragraph 3.2 (B) (4) updated the name of "The Office of the Comptroller of the Currency;"

Paragraph 3.3 Updated language to improve readability. Removed the extra/un needed "process" word. Added "Identify training opportunities for lender staff;"

(OVER)

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READ PROCEDURE - DISCUSS IN STAFF CONFERENCE - KEEP PROCEDURE MANUAL UP TO DATE

**RD HANDBOOK CHANGES**

**RD HB-1-3555 (Con.)**

**(WSAL)**

Paragraph 3.4 Updated language to improve readability. Removed the sentence "A Quality Control (QC) Overview to assist in analyzing the lender's QC plan is provided in Attachment 3-C" as this attachment has also been deleted;

Paragraph 3.5 The word "may" changed to "can" in the first sentence;

Paragraph 3.6 Updated language to improve readability. The third bulleted paragraph was deleted;

Paragraph 3.7 The section title was updated to Education and Outreach;

Paragraph 3.7 (A) Updated language to improve readability;

Paragraph 3.7 (B) deleted the extra and misplaced "Agency" word. "compliance with, and" was deleted from second line of the first bulleted paragraph;

Paragraph 3.8 Updated language to improve readability;

Paragraph 3.8 (A) updated web link to the Compliance Review guide;

Paragraph 3.8 (B) deleted the extra and misplaced "developed" word;

Paragraph 3.8 (C) Updated language to improve readability;

Paragraph 3.9 Section title updated to "Lender recertification and Revoking Lender Eligibility". Updated language to improve readability;

Attachment 3-A: The first paragraph updated to improve readability. The Checklist updated to match current lender eligibility types. Wording within the checklist updated to improve readability. New lender training web link updated. National Office contact information updated to remove obsolete fax number;

Attachment 3-B: Wording within the attachment updated to improve readability;

Attachment 3-C Deleted;

Attachment 3-D renamed to Attachment 3-C; and

The new Attachment 3-C title renamed to "New lender Training and Certification."

**RD HANDBOOK CHANGES**  
**RD HB-1-3555 (Con.)**  
**(WSAL)**

**Acronyms**

Added the following to the Acronym list:

- FHLB - Federal Home Loan Bank
- OCC - Office of the Comptroller of the Currency
- QC - Quality Control
- TPO - Third Party Originator

REMOVE

Table of Content dated 03-09-16:  
 Pages 1 & 2;  
 Chapter 3 dated 03-09-16:  
 Pages 3-1 thru 3-12,  
 Attachment 3-A: All Pages,  
 Attachment 3-B: All Pages,  
 Attachment 3-C: All Pages,  
 Attachment 3-D: All Pages;  
 Acronyms dated 03-09-16:  
 All Pages.

INSERT

Table of Content dated 03-09-16:  
 Pages 1 & 2 revised;  
 Chapter 3 dated 03-09-16:  
 Pages 3-1 thru 3-11,  
 Attachment 3-A revised,  
 Attachment 3-B revised,  
 Attachment 3-C revised;  
 Acronyms dated 03-09-16:  
 Pages 1 thru 4 revised 12-07-17.

**FORM**

**REPLACEMENT**

**RD 400-4**  
**(WSAL)**

**ASSURANCE AGREEMENT** revised 11-17.  
Prescribed in RD Instructions 444.8,  
1901-E, 1942-A, 1944-I, 1944-K, 1948-B,

1951-E, 1955-A, 1955-C, 1980-E, 4284-F, RUS Instruction 1780 and FSA Transferred Instructions 1943-A, 1945-D and 1965-A. The Form and FMI is partially revised to provide clearer guidance on terms and conditions which require compliance to entities awarded federal financial assistance. When USDA provides federal financial assistance it must ensure that recipients acknowledge and agree that they will comply (and require any sub-grantees, contractors, successors, transferees, and assignees to comply) with applicable provisions of federal civil rights laws and policies prohibiting discrimination, including, but not limited to, Title VI of the Civil Right Act of 1964, which prohibits recipients from discriminating on the basis of race, color or national origin, including limited English proficiency. This Form and FMI are available on the Rural Development Instructions home page (<http://www.rd.usda.gov/publications/regulations-guidelines>). No paper copy distribution of this form will be made, and it will not be stocked in the warehouse.

REMOVE

FMI dated 06-19-97.

INSERT

FMI revised 12-07-17.

**FORM**

**REPLACEMENT**

**RD 3550-7  
(WSAL)**

**FUNDING COMMITMENT AND NOTIFICATION OF LOAN**

**CLOSING** revised 11-17. Prescribed in  
RD Instruction 1927-B and RD Handbooks  
3550. The Form and FMI are revised to:

- move the condition regarding the commitment being subject to appraisal from page 3 to page 2 with the other additional items or conditions required by the closing;

- make a corresponding change to the certification of page 3 regarding receipt of appraisal, to address the possibility that Form RD 3550-7 was issued subject to receipt of an acceptable appraisal. This Form and FMI are available on the Rural Development Instructions home page (<http://www.rd.usda.gov/publications/regulations-guidelines>). No paper copy distribution of this form will be made, and it will not be stocked in the warehouse.

REMOVE

FMI dated 03-30-17.

INSERT

FMI revised 12-07-17.

NO SPECIAL PROCEDURE NOTICE RELEASED.

NO ADMINISTRATIVE NOTICES RELEASED.

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