(1) (2)

RPT. RPT. RPT. RPT.

☐ Initial $ _____
☐ Subsequent $ _____

(3)

Sr. Citz.	RRH	RCH	LH	TA.	523	524	RA-N	RA-E	Sec. 8

Borrower's Name & Address	Telephone No.
Project Location	Project No.	Case No.

County	State	County Office	Congressional District

(4)

INDIVIDUAL	ORGANIZATION	NO. UNITS:	
☐ Profit ☐ Ltd. Profit	☐ Non-Profit Corp. ☐ Partnership	RA 5 yr. _____	GRANT .... $ _____
☐ Plan II Subsidized	☐ Ltd. Partnership ☐ Public Agency	RA 20 yr. _____	_____ % _____ years
☐ Rental Assistance	☐ Profit Corporation ☐ Other	RA ____ yr. _____	DATES
☐ Section 8	☐ Plan I Subsidy ☐ Plan II Subsidy	Section 8 _____	Approved .... _____
	☐ Rental Assistance ☐ Section 8	Agreement Renewal	Closed .... _____
		Date _____	FY Ends .... _____

(5)

ANNUAL RES. REQ. $ _____

No. Bdrms.	No. Units		Basic	Market	Section 8	Util. allow	PAYMENT: ☐ Monthly ☐ Annual
0		RENTAL RATES					1% ....
1							Full ....
2							SECTION 8 ....
3							*(Amount of interest rate reduction _____ %)*
4							AHEAD OF SCHEDULE .... $ _____
TOTAL		Util. Incl. ☐ Yes ☐ No					BEHIND SCHEDULE .... $ _____

(6)

PRESIDING OFFICIAL - GOVERNING BODY   ATTORNEY

Name: _____   Name: _____
Title: _____   Address: _____
Address: _____   Telephone No: _____
Telephone No: _____

.... *(FOLD LINE)* ....

ARCHITECT (OR ENGINEER)   CONSTRUCTION CONTRACTOR *(Name, Address & Telephone)*
Name: _____
Address: _____
_____
Telephone No.: _____
Date Planned Development Completed _____   Date of Award _____   Amount _____
Date of Final Inspection _____

(8)

REPORTS	DUE DATE	DATE MADE
1. Compliance Review		
2. Inspection Report (C/S)		
3. Financial Statement		
4. Audit Report		
5. Operating Budget (RD 1930-7)		
6. Business Analysis (RD 1930-8)		
7. Minutes of Annual Meeting (NP)		
8. Annual-Analysis Reports to N.O.		
9. Other		
10.		

(7)

MONTHLY REPORTS – YR.

January ( )	July ( )
February ( )	August ( )
March ( )	September ( )
April ( )	October ( )
May ( )	November ( )
June ( )	December ( )

COMMENTS:

USDA
Form RD 1930-9
(9-29-80)

MULTIPLE HOUSING ACTIVITY CARD

Used by the State Office to record often referred to information relative to active multifamily loan borrowers and grant recipients. This card will also be used to record and follow up on required report and supervisory actions. A separate card is to be prepared for each project even though the same borrower may have more than one loan. Loans and grants for LH cases may be combined for the same project.

(see reverse)

PROCEDURE FOR PREPARATION	:	RD Instruction 1930-C
PREPARED BY	:	State Office MFH Clerk.
NUMBER OF COPIES	:	Original.
SIGNATURES REQUIRED	:	None.
DISTRIBUTION COPIES	:	Original filed in Management Card Box MFH Section - State.

Instruction for Preparation

(1) Use color coded flags for report follow-up. In the block below "Report," pencil in the number(s) of report(s) requiring follow-up action from the lower half of the card.

(2) Use a red flag is account is behind schedule.

(3) Check appropriate block(s). Also a flag may be used in appropriate position for ease of counting different loan types. In those cases when a project is for both families and senior citizens, the RRH block and the senior citizen block will be marked and the appropriate number of units will be shown below the blocks.

(4) Check appropriate blocks to indicate type of borrower.

(5) Insert amount of annual reserve requirement as set forth in the loan resolution or loan agreement.

(6) Enter appropriate descriptive information. Enter figures in pencil as rates and allowances may change. This is reflect current information - not what existed at time of loan closing.

(7) Insert appropriate dates in pencil so they may be erased.

(8) Enter applicable fiscal year and update each year as necessary. Check when report for the month is received. Insert number of vacant units in the parenthesis. Use pencil so information can be updated for a new year.