

USDA Form RD 1944-51 (10-97)				MULTI FAMILY HOUSING OBLIGATION - FUND ANALYSIS			
1. BORROWER CASE NUMBER			2. PROJECT NUMBER				
3. BORROWER NAME			4. PROJECT NUMBER				
PART I LOAN/GRANT OBLIGATION							
5. AMOUNT OF LOAN		6. AMOUNT OF LOAN		7. ASSISTANCE CODE		8. PURPOSE CODE	
9. LOAN NUMBER		10a. MAXIMUM DEBT LIMIT		10b. APPRAISED VALUE		11. APPROVAL DATE	
12. INITIAL/SUBSEQUENT 1 = INITIAL 2 = SUBSEQUENT		14. REPAYMENT TERM		15. AMORTIZATION EFFECTIVE DATE		18. NOTE CODE	
17. LOAN SECURITY CODE		18. TYPE OF SALE 1 = CREDIT SALE ONLY 2 = ASSUMPTION ONLY		3 = CREDIT SALE/SUBSEQUENT LOAN 4 = ASSUMPTION/SUBSEQUENT LOAN			
19. FEE INSPECTION CODE		20. COMMUNITY SIZE		21. OBLIGATION AND EXPENDITURE CODE			
PART II							
A. PROJECT COST AND CHARACTERISTICS SET							
22. TEMPORARY LOAN NUMBER		23. RESERVED		24. RESERVED		25. RESERVED	
26. BUILDING CODE		27. RESERVED		28. YEAR BUILDING CONSTRUCTED		29. RESERVED	
30. SITE ACREAGE		31. RESERVED		32. TOTAL SITE SQUARE FEET		33. RESERVED	
34. USER CONTRIBUTED FUNDS		35. TOTAL COST OF PROJECT					
B. PROJECT BEDROOM SET							
36. NUMBER OF BEDROOMS		37. NUMBER OF UNITS		38. AVERAGE SQUARE FEET/UNIT			
0							
1							
2							
3							
4							
5							
C. PROJECT BUILDING SET							
39. NUMBER OF UNITS BY UNIT		40. NUMBER OF UNITS BY BUILDING TYPE		41. SQUARE FEET LIVING AREA BY BUILDING TYPE		42. PROJECT RENTAL CODE	
FAMILY		SINGLE				FA = Family	
ELDERLY		DUPLEX				EL = Elderly	
HANDICAPPED		FOURPLEX				CG = Congregate	
		MIDR SE				MX = Mixed	
		ROWHOUSES					
		GARDEN APTS					
		OTHER TYPES					
43. TOTAL UNITS		44. TOTAL SQUARE FEET LIVING AREA		45. COMMUNITY BUILDING		46. MISCELLANEOUS FACILITIES	
47. GRAND TOTAL SQUARE FEET							

Used to obligate loan and grant funds for MFH projects; obligate and deobligate rental assistance; and establish project cost and characteristic records.

(see reverse)

PROCEDURE FOR PREPARATION

: RD Instructions 1905-A, 1910-B, 1930-C, 1944-D, 1944-E, 1951-K, 1965-B and 2015-C.

PREPARED BY

: Initiated by District Office, (County Supervisor for Individual LH). Entries will be made by approving official.

NUMBER OF COPIES

: PARTS I - II, Original and two copies. Original and two copies for credit sale or assumption without a loan. Additional copies will be made as needed by the servicing office.

PART III, Original and two copies.

SIGNATURES REQUIRED

: Original and copy by approval official. Original and borrower copy by applicant except when the transaction being approved is an assumption or credit sale on ineligible terms. Other copies conformed.

DISTRIBUTION OF COPIES

: PARTS I-II, Original retained in borrower's case folder. **DO NOT SEND A COPY TO THE FINANCE OFFICE.** Obligation and obligation cancellations should be submitted through field office terminals.

Signed copy to applicant. This notification must be mailed to the applicant on or before the obligation date.

Copy to State Office unless otherwise directed by state instructions.

For a credit sale or assumption without a loan, original retained in the borrower's case folder, copy to State Office, signed copy to the transferee when required by program instructions.

PART III, Rental Assistance Obligations and obligation cancellations should be submitted through field office terminals.

Original attached to Original Form RD 1944-27 in District Office file. Signed copy attached to borrower's copy of Form RD 1944-27. Copy filed in State Office.

USDA
Form RD 1944-51
(10-97)

CERTIFICATION APPROVAL

48. COMMENTS AND REQUIREMENTS OF CERTIFYING OFFICIAL

49. I HEREBY CERTIFY that I am unable to obtain sufficient credit elsewhere to finance my actual needs at reasonable rates and terms, taking into consideration prevailing private and cooperative rates and terms in or near my community for loans for similar purposes and periods of time. I agree to use, subject to and in accordance with regulations applicable to the type of assistance indicated above, and request payment of the sum specified herein. I agree to report to the Rural Housing Service of the Rural Development mission area (herein referred to as Rural Development) any material adverse changes, financial or otherwise, that occur prior to loan closing. I certify that no part of said sum has been received. I have reviewed the loan approval requirements and comments associated with this loan request and agree to comply with these provisions.

WARNING: Section 1001 of Title 18, United States Code provides: "Whoever, in any matter within the jurisdiction of any department or agency of the United States knowingly and willfully falsifies, conceals or covers up by any trick, scheme, or device a material fact, or makes any false, fictitious or fraudulent statements or representations, or makes or uses any false writing or document knowing the same to contain any false, fictitious or fraudulent statement or entry, shall be fined under this title or imprisoned not more than five years, or both."

Date _____, 19 _____

(Signature of Applicant)

Date _____, 19 _____

(Signature of Applicant)

Date _____, 19 _____

(Signature of Applicant)

50. I HEREBY CERTIFY that all of the committee and administrative determinations and certifications required by Rural Development regulations prerequisite to providing assistance of the type indicated above have been made and that evidence thereof is in the docket, and that all requirements of pertinent regulations have been complied with. I hereby approve the above-described assistance in the amount set forth above, and by this document, subject to the availability of funds, the Government agrees to advance such amount to the applicant for the purposes of and subject to conditions prescribed by Rural Development regulations applicable to this type of assistance.

(Signature of Approving Official)

Date Approved: _____ Title: _____

51. TO THE APPLICANT: As of this date _____, this is notice that your application for the above financial assistance from the Rural Housing Service has been approved, as indicated above, subject to availability of funds and other conditions required by the Rural Development. If you have any questions contact the office at which you applied for assistance.

USDA
Form RD 1944-51
(10-97)

**MULTI FAMILY HOUSING
OBLIGATION - FUND ANALYSIS
PART III**

OBLIGATION/DEOBLIGATION OF RENTAL ASSISTANCE			
52. CASE NUMBER		53. BORROWER NAME	
54. PROJECT NUMBER	55. RA AGREEMENT NUMBER	56. TYPE OF UNITS	57. TYPE OF ACTION
COMPLETE FOR OBLIGATION OF RA			
58a. NUMBER OF UNITS RECEIVE RENTAL ASSISTANCE		b. AMOUNT OF RA OBLIGATION	
COMPLETE FOR DEOBLIGATION OF RA			
59a. NUMBER OF UNITS DEOBLIGATED		b. AMOUNT OF RA DEOBLIGATION	
60. REMARKS			

61. I HAVE REVIEWED THE BORROWER'S REQUEST FOR RENTAL ASSISTANCE FOR THE PROJECT AND REQUEST OBLIGATION OR DEOBLIGATION OF RENTAL ASSISTANCE FOR THE ABOVE.

DATE OF APPROVAL _____, 19 ____

SIGNATURE OF APPROVAL OFFICIAL

DATE OF OBLIGATION _____, 19 ____

GENERAL INSTRUCTION

- A. This form is used to make corrections and to request:
 - 1. Funds to be obligated or reserved for insured loans.
 - 2. Funds to be obligated for grants.
 - 3. Certain statistical information about the loan/grant and applicant.
 - 4. Funds to be obligated or deobligated for rental assistance.

- B. A form will be completed for each note or commitment requiring an obligation of funds.

- C. This form is used to obtain certification and approval of credit sale or assumption, when required by program instructions. For a credit sale or assumption without a loan, complete Items 1 through 21. In Item 5, strike through "Amount of Loan" and insert applicable wording "Amount of Credit Sale" or "Amount of Assumption" and complete appropriate certification requirements. Item 7 will reflect type of assistance that is being assumed.

- D. When a request for obligation of a project to a nonprofit or public body borrower is made, the State Office will furnish information to the National Office in accordance with RD Instruction 2015-C. Immediately after the obligation update the State Director will advise the Director of Information in the National Office that the project announcement may be released.

- E. Appeal actions relative to loan/grant decisions reversed in accordance with 7 CFR, Part II requires the effective date of the action to be taken will be the originally proposed date of the initial decision from which the appeal was taken. For all loan/grant approvals based on the reversal of an initial decision, the date in Item 11 will be the effective date the initial action would have been taken, and the interest rate (Item 13) is the rate in effect as of the date indicated in Item 11. The date to be inserted in Item 50 will be the date the form is signed by the approval official who will be the official reversing the appeal action.

- F. Reserved.

- G. If part of the loan/grant obligation is subsequently cancelled, an amended PART II of this form must be prepared and submitted to the Finance Office attached to the Form RD 1944-53 Multi Family Housing Cancellation of U.S. Treasury Check and/or Obligation. The amended PART II must reflect the Fund Analysis data for the new obligation amount.

- H. PART III of this form is to be used to obligate or deobligate rental assistance and can be submitted with PARTS I and II of this form or separately. PART III of this form can only be used to request a deobligation of current fiscal year funds. Deobligation requests for past fiscal year funds must be processed through the Finance Office. Reference RD Instruction 1930-C.

INSTRUCTIONS FOR PREPARATION**PART I - LOAN/GRANT OBLIGATION**

1. Enter borrower's case number as shown on Form RD 1944-50, "Multiple Family Borrower/Project Characteristics."

Example:

2	9	0	0	5	0	1	2	3	4	5	6	7	8	9
---	---	---	---	---	---	---	---	---	---	---	---	---	---	---

2. Enter the applicable borrower multiple family housing project number as shown on Form RD 1944-50.

Example:

0	1
---	---

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4

3. Enter the borrower's last name (comma, no space), first name or initial (space), middle name or initial. Abbreviate when necessary.

Example:

J	A	C	K	S	O	N	,	M	O	S	E	S		E			
---	---	---	---	---	---	---	---	---	---	---	---	---	--	---	--	--	--

4. Enter the project name, Abbreviate when necessary.

Example:

R	A	I	N	T	R	E	E		A	P	T	S					
---	---	---	---	---	---	---	---	--	---	---	---	---	--	--	--	--	--

5. Enter face amount of insured loan in tens of dollars.

Example:

2	.	5	0	0	.	0	0	0	.	0	0
---	---	---	---	---	---	---	---	---	---	---	---

6. Enter face amount of grant in tens of dollars.

Example:

		.	7	5	0	0	0	.	0	0
--	--	---	---	---	---	---	---	---	---	---

7. Enter the applicable code from the tables below:

MULTIPLE FAMILY HOUSING

012 RRH Loan - Manufactured
 013 RCH Loan - Manufactured
 021 RRH Loan
 022 RCH Loan
 023 LH Loan Only
 024 LH Loan and Grant
 025 LH Grant Only
 026 RH Self Help Site Loan (Sec. 523)
 027 RH Site Loan (Sec. 524)
 029 Site Option Loan

(The following codes relate to prepayment):

014 RRH Equity Loan
 015 RRH Advance to NP
 016 RRH Loans to NP
 114 LH Equity Loan
 115 LH Advance to NP
 116 LH Loan to NP

Note: Loans and grants to non-profits and public bodies require a 6-working date reservation period. The National Office must be notified of requests for these loan types as required by RD Instruction 2015-C.

8. Purpose Code - Enter the purpose code assigned by the Finance Office after the obligation has been processed.
9. Loan Number - Enter the loan number assigned by the Finance Office after the obligation has been processed.

10. A. Maximum Debt Limit - Enter the appropriate maximum debt limit for the loan based on assistance code, type applicant, and appropriate regulations.
- B. Appraised Value - Enter the estimated market value of the project. (This item is collected from the Multiple Family Housing Appraisal Report, Form RD 1922-7, Part 0.)
11. Enter the date of loan or grant approval, month, day, year. See Paragraph E under general instructions for case involving appeals.

Example:

0	2	2	5	8	6
---	---	---	---	---	---

12. Enter applicable code:

1 = Initial
2 = Subsequent

Enter Code 1 when the borrower is not currently indebted on the same project for the type of loan or grant being made as appropriate for agreement with program instructions. Enter Code 2 when: (1) the borrower is currently indebted for the same type loan being made, or (2) a credit sale or assumption agreement of the same type as the loan being made will be closed simultaneously with the loan.

Example:

1

13. Enter interest rate of note or commitment as six digits. Do not use fractions. Do not use interest credit rate. Do not complete this item for grant programs.

Example: 8 1/8 percent should be shown as

0	8.	1	2	5	0
---	----	---	---	---	---

8 percent should be shown as

0	8.	0	0	0	0
---	----	---	---	---	---

14. Enter the number of periods (months, semiannual, years) over which the loan will be repaid based on the note code. No entry will be made in this item for grants.

Example:

6	0	0
---	---	---

 monthly periods for RRH (50 yrs.)

3	9	5
---	---	---

 monthly periods for LH (33 yrs.)

1	0	0
---	---	---

 semiannual periods for RRH semiannual bonds

15. Enter the date the project will become operational. If this date is not the first of the month, enter the first of the following month. For changes to the AED and the maximum debt limit, refer to MFH User Procedure.

Example:

0	4	0	1	8	6
---	---	---	---	---	---

16. Enter applicable code:

- 01 = Amortized - Semiannual (DIAS)
- 02 = Amortized - Annual (DIAS)
- 03 = Coupon - Semiannual
- 04 = Coupon - Annual
- 05 = Non-Coupon - Semiannual
- 06 = Non-Coupon - Annual
- 07 = Planning Advances
- 08 = Amortized Principal Plus - Annual
- 09 = Interim Receipt
- 10 = Amortized - Pass
- 11 = Amortized - Monthly (DIAS)

* NOTE: All RRH and RCH loans will be closed on the amortized PASS method unless they must be closed with principal and interest bonds.

17. Enter the appropriate security code in the space provided: (Specify the type of security in effect in the space provided whenever code 4 is used. Whenever combinations of codes 1-3 are applicable, record only the predominating security held).

- 1 = First mortgage on real estate
- 2 = Junior mortgage on real estate
- 3 = Revenue bonds
- 4 = Other

18. Enter applicable type of sale code:

- 1 = Credit Sale Only
- 2 = Assumption Only
- 3 = Credit Sale with subsequent loan
- 4 = Assumption with subsequent loan

For sale codes 1 or 2 a copy should not be forwarded to the Finance Office. For sale codes 3 or 4 a copy should be forwarded to the Finance Office with Item 5 reflecting the amount of the subsequent loan.

Example:

19. Enter applicable code:

- 1 = Yes
- 2 = No

Example:

20. Enter applicable code as determined by the Multiple Family Housing Appraisal Report, For RD 1922-7, Part E.

- 7 = Housing assistance is made in a community with a population of 10,000 or less
- 8 = Housing assistance is made in a community with a population over 10,000

Example:

NOTE: Only community codes 7 and 8 apply to MFH.

21. Enter applicable code that the Finance Office has assigned after the obligation has been processed.

PART II

A. PROJECT COST AND CHARACTERISTICS SET

22. Enter the temporary loan number assigned to the preapplication records in AMAS.

Example:

0	0	1
---	---	---

23. Reserved.

24. Reserved.

25. Reserved.

26. Enter the appropriate code:

BN = Build (construction from the foundation up, including construction on existing foundations).

PN = Purchase - New (purchase of units not previously occupied).

PO = Purchase - Old (purchase of units that have been previously occupied).

27. Reserved.

28. Enter the construction year of the purchased building. (To be completed only if code PO was entered in item 26).

29. Reserved.

30. Enter the number of acres of land purchased (from the MFH appraisal report, Form RD 1922-7, Part G.)

Example:

0	0	0	1	0	2
---	---	---	---	---	---

31. Reserved.

32. Enter the total square feet of site (from the MFH appraisal report, Form RD 1922-7, Part G.)

33. Reserved.

34. Enter the value of the borrower contribution (in land or in cash or both). (Do not include 2% contribution for operating funds.)

35. Enter the amount of the total cost of the project which includes funds from all sources and borrower contribution.

B. PROJECT BEDROOM SET (from the MFH Appraisal Report)

36. Applicable rental unit sizes by number of bedrooms as collected from Form RD 1922-7, Part K.
37. Enter number of units for each bedroom size taken from Form RD 1922-7, Part K.
38. Enter average square feet per unit for each bedroom size taken from Form RD 1922-7, Part K.

C. PROJECT BUILDINGS SET (from the MFH Appraisal Report)

39. Enter number of units by type from Form RD 1922-7, Part K.
40. Enter number of units by building type from Form RD 1922-7, Part K.
41. Insert the total square feet of living area for the units corresponding to each building type in Item 40. The living area within an apartment unit includes all interior hallways, utility rooms, closets, storage, baths, kitchens, bedrooms, dining areas, and other similar living spaces. Square footage living area shall be measured from the exterior faces of exterior walls and from the centerline of common walls separating the individual living units or other interior spaces, and shall include the area occupied by interior partitions of the living unit (taken from Form RD 1922-7, Part K.) This item should agree with item 17 of Form RD 1944-50.
42. Enter project code type.
- FA = Family
EL = Elderly
CG = Congregate
MX = Mixed
43. Enter total of Items 37.
44. Enter total of Items 41.
45. Enter the total square feet of Community Building from Form RD 1922-7, Part I.
46. Enter the total square feet of miscellaneous facilities. This is area not including living area and community building area but includes such common areas as basements, hallways, corridors, storage areas, closets, lobbies, offices, laundry rooms, heating or utility rooms, common stairways, and any other similar area. Fifty percent of the square footage area of all covered walkways, open roofed-over areas that are paved, porches, garages, covered parking, maintenance buildings, and similar spaces shall be included.

47. Enter total of Items 44, 45 and 46. This item must agree with item 16 of Form RD 1944-50

CERTIFICATION APPROVAL

48. Approval official will enter appropriate certification, comments and requirement.

Insert for all loans made on or after June 16, 1990, "The amount of the loan may decrease if other government assistance as defined in RD Instruction 1944-E, section 1944.205 becomes available to the applicant before loan closing".

Indicate in this space the specific purpose for which the loan is to be used and any conditions that must be met at or before the loan is closed.

If an insured loan or grant is involved in which a "Letter of Conditions" is used, state: Approval of financial assistance is subject to the terms of the "Letter of Conditions" dated _____.

If more space is needed the form will be supplemented by a memorandum.

49. Applicant must sign and date the form. For an association or organization, the name will be typed on line provided for signature of the applicant. The official(s) authorized to sign for the association or organization will sign immediately below the name of the association or organization and the official's title will be typed below the signature.

The applicant for credit on ineligible terms (assumption or credit sale) will not sign this item.

NOTE: The first sentence of the certification will be deleted for Labor Housing Grants, Technical Assistance Grants, and Rural Rental Housing Loans to State and local public agencies. The applicant must initial the original acknowledging deletion of this sentence.

50. Title and signature of approving officer and approval date must be shown.
51. Enter the date this notice is sent to the applicant. It is mandatory for all loan/grant programs to obtain initials on the original (above and to the right of the date) by Rural Development employee(s), designated by the State Director, to indicate that a copy of Form RD 1944-51 was sent to the applicant. Initials on the original indicate that a notification copy of Form RD 1944-51 was distributed to the applicant on the date indicated in accordance with RHS Instructions.

PART III - RENTAL ASSISTANCE OBLIGATION/DEOBLIGATION

52. Enter borrower's case number as shown on Form RD 1944-50 Multi Family Housing Borrower's/Project Characteristics.

Example:

3	0	0	1	2	0	1	2	3	4	5	6	7	8	9
---	---	---	---	---	---	---	---	---	---	---	---	---	---	---

53. Enter borrower's last name (comma, no space), first name or initial (space), middle name or initial. Abbreviate when necessary.

Example:

J	A	C	K	S	O	N	,	M	O	S	E	S		E
---	---	---	---	---	---	---	---	---	---	---	---	---	--	---

54. Enter the applicable borrower multiple family housing project number. If this is an initial obligation of rental assistance with an initial loan leave blank.

Example:

0	2
---	---

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55. Enter the rental assistance agreement number assigned by the Originating Office after obligation.

Example:

8	5	0	1	0	0
---	---	---	---	---	---

NOTE: The Originating Office will assign a six digit number as follows: First 2 digits - fiscal year of obligation; Second 2 digits - number(s) in sequential order each fiscal year starting with 01 (Example 89-01, 89-02, 90-01, 90-02); Third 2 digits - always use 00.

56. Enter the applicable "ALPHA" code from column 2 of the appropriate table for the type unit.

RURAL RENTAL/COOP HOUSING
Allotment O & E code ØØØ1

RENTAL ASSISTANCE TYPE	RA UNIT ALPHA CODE	O & E CODE
5 Yr. New Construction	A	ØØ11
Renewal/Replacement Family	B	ØØ21
Inventory Sales Family	C	ØØ31
Transfers Family	D	ØØ41
Servicing Family	E	ØØ51
Incentive RA Family	F	ØØ61
Debt Forgiveness RA	G	ØØ71
Renewal Replacement Elderly	H	ØØ81
Inventory Sales Elderly	I	ØØ91
Transfers Elderly	J	Ø1Ø1
Servicing Elderly	K	Ø111
Incentive RA Elderly	L	Ø121

Note: Letter M is reserved as is the companion O & E code Ø131.

LABOR HOUSING
Allotment O & E Code ØØØ2

RENTAL ASSISTANCE TYPE	RA UNIT ALPHA CODE	O & E CODE
5 Yr. New Construction	N	ØØ12
Renewal/Replacement	P	ØØ32
Inventory Sales	R	ØØ52
Transfers	S	ØØ62
Servicing	T	ØØ72
Incentive RA	U	ØØ82
Debt Forgiveness RA	V	ØØ92

Note: Letters O, Q and W through Z are reserved as are the companion O & E codes ØØ22, ØØ42 and Ø1Ø2 through Ø132.

Note: The O & E codes are generated by the AMAS system and are used only to generate reports.

57. Enter the applicable type of action code:

- 1 = Obligation
- 2 = Deobligation

Example:

58. a. Enter the number of units for which rental assistance is being requested. The initial obligation request cannot exceed the total number of units in the project and requests for replacement (renewal) cannot exceed the total number of rental assistance units which are expiring.

b. The amount of RA obligated by the Finance Office should be entered by the State Office after the system updates. Also enter obligation date in item 61.

59. a. Enter the total number of units presently receiving rental assistance for which you are requesting be deobligation.

Example:

b. The amount of RA deobligated by the Finance Office should be entered by the State Office after the system update.

60. This area may be used to document the reasons for the obligation/deobligation request.

61. Enter approval date, title, and signature of the requesting Rural Development representative.