

RURAL DEVELOPMENT GUARANTEED LOANS

Lender Approval Requirements

Section 1980.309 of RD Instruction 1980-D describes the qualifications required to be a Rural Development (RD) approved lender. Only RD-approved lenders may originate, underwrite, or service, or hold the Loan Note Guarantee for RD single-family housing guaranteed loans. A lender may request approval to participate in RD programs on a nationwide or multi-state basis by sending a request to the RD National Office. For approval in only one state, the lender submits the request to the appropriate Rural Development State Office. All requests must contain the following information:

1. A statement indicating the firm's willingness to participate either as a loan originator/underwriter, loan servicer, or loan holder, and the states in which it plans to participate.
2. A signed and dated Form RD 1980-16, "Agreement for Participation in Single Family Housing Guaranteed/Insured Loan Programs of the United States Government" (Lender Agreement).
3. Verification of current eligibility certification and the agency-assigned identification numbers from at least one of the following:
 - Department of Housing and Urban Development (HUD) showing approval as a supervised or unsupervised mortgagee
 - Department of Veterans Affairs (VA) showing approval as a supervised or unsupervised mortgagee
 - Fannie Mae (Fannie Mae Form 582, Lender Record Information)
 - Freddie Mac (Freddie Mac Form 16SF, Annual Eligibility Certification Report)
 - Evidence of participation as an approved lender in guaranteed loan programs of the Rural Housing Community Development Service, Rural Business-Cooperative Development Service, Rural Utilities Service, or Consolidated Farm Service Agency
4. Tax ID Number
5. Names, addresses, telephone numbers and e-mail addresses of contacts for the following activities: corporate headquarters, origination/underwriting, loan servicing/holding, and REO disposition
6. Names, titles, and responsibilities of principal officers
7. An outline of the firm's internal criteria for reviewing a borrower's credit history and loan repayment ability
8. A copy of the quality control plan the firm uses for monitoring production and servicing activities.
9. A statement agreeing to use forms approved by the Federal Housing Administration (FHA), Fannie Mae, or Freddie Mac, with a list of the forms the firm will use. (Do not submit the forms)

Send the information to:

**USDA - Rural Development
Single-Family Housing / Guaranteed Loan Division
Stop 0784, Room 2250-S
1400 Independence Ave., SW
Washington, DC 20250-0784**

If you have questions, call:

Melvin Carroll (202) 690-4742
David Chaput (202) 720-1456

Fax Numbers: (202) 205-2476
(202) 720-8795