



**SECTION 514 FARM LABOR HOUSING LOANS AND  
SECTION 516 FARM LABOR HOUSING GRANT FOR OFF-FARM LABOR  
CHECKLIST COVER PAGE FOR SUBMISSION OF APPLICATION**

- \_\_\_\_\_ Summary page listing the following items:
  - Applicant' Name, Taxpayer Identification Number, Address, Telephone Number, Applicants Contact Person, Telephone Number, and Address, Amount of Loan and Grant Requested.
- \_\_\_\_\_ DUNS Number
- \_\_\_\_\_ Narrative Describing Applicant's Eligibility
- \_\_\_\_\_ SF 424, Application for Federal Assistance (Attachments A & B for Non-Construction, Attachments C & D for Construction)
- \_\_\_\_\_ Current, dated and signed financial statement
- \_\_\_\_\_ Evidence that applicant in unable to obtain credit form other sources.
- \_\_\_\_\_ Statement concerning the need for a labor housing grant.
- \_\_\_\_\_ Statement of the applicant's experience in operating labor housing or other rental housing.
- \_\_\_\_\_ Brief statement explaining the applicant's proposed method of operation and management.
- \_\_\_\_\_ Organizational Documents
- \_\_\_\_\_ Survey to identify the supply and demand for labor housing in the market area identified in the NOFA.
- \_\_\_\_\_ 1940-20, "Request for Environmental Information"
- \_\_\_\_\_ HUD 935.2, "Affirmative Fair Housing Marketing Plan."
- \_\_\_\_\_ Evidence of Site Control, i.e. option or sales contract.
- \_\_\_\_\_ Preliminary plans and specifications.

\_\_\_\_\_ Supportive Services Plan

\_\_\_\_\_ RD 3560-7, "Multi-Family Housing Project Budget/Utility Allowance."

\_\_\_\_\_ RD 1924-13, "Estimate and Certificate of Actual Cost."

\_\_\_\_\_ RD 3560-30, "Certification of No Identity of Interest."

\_\_\_\_\_ RD 3560-31, "Identity of Interest Disclosure/Qualification Certification."

\_\_\_\_\_ RD 1944-37, "Previous Participation Certification."

\_\_\_\_\_ RD 3560-25, "Initial Request for Rental Assistance or Operating Assistance"

\_\_\_\_\_ Sources and Uses Statement showing all sources of funding

\_\_\_\_\_ "Application Scoring Criteria"

Attach this cover page to the application and submit to:

USDA Rural Development  
900 Technology Blvd., Ste. B  
Bozeman, MT 59718  
Phone: (406) 585-2518

Only one copy of the application is needed.