

PROCEDURE REFERENCE : FmHA Instruction 1940-L

PURPOSE : Uniform method to request hardship 502 funds from the National Office.

UNITED STATES DEPARTMENT OF AGRICULTURE  
FARMERS HOME ADMINISTRATION  
(Location)

Date \_\_\_\_\_

SUBJECT: Request for Section 502 Rural Housing Funds

TO: Ronnie O. Tharrington  
Assistant Administrator  
Housing

ATTN: Single Family Housing Processing Division

Monies are hereby requested to fund a loan for  
\_\_\_\_\_ (1) \_\_\_\_\_ (2) \_\_\_\_\_

Amount Requested

Section 502 Very Low-Income Funds \$ \_\_\_\_\_ (3) \_\_\_\_\_

Section 502 Low-Income Funds \$ \_\_\_\_\_ (4) \_\_\_\_\_

Section 502 Nonsubsidized Loan Servicing \$ \_\_\_\_\_ (5) \_\_\_\_\_

Section 502 Nonsubsidized Loan Making \$ \_\_\_\_\_ (6) \_\_\_\_\_

The \_\_\_\_\_ (7) \_\_\_\_\_ State Office contact for this request is  
\_\_\_\_\_ (8) \_\_\_\_\_ at \_\_\_\_\_ (9) \_\_\_\_\_ or Fax \_\_\_\_\_ (10) \_\_\_\_\_.

Justification for Hardship Briefly address as appropriate the applicant's current housing situation, availability and cost of rental housing in the area, financial impact if not granted, health issues and handicap issues. Do not provide attachments.

(11)

STATE DIRECTOR

NOTE: Please fax this request to SFHPD (202 720-2232). Do not send a hard copy. Call Gloria Denson at 202 720-1487 if you have questions.

(12-18-92) SPECIAL PN

## Variables

- (1) Borrower name
- (2) Borrower case number
- (3), (4), (5), or (6) Amount of 502 loan funds requested.  
Designate very low- or low- income.
- (7) State
- (8) Contact person
- (9) Phone number
- (10) Fax number
- (11) Complete as noted