Farm Community Facilities Loan Compliance

A checklist for Community Facilities loan compliance, used by rural organizations financing local facilities to keep applications, agreements, records and reports in one place and confirm each rule with USDA Rural Development.

Farm / unit: _____ Date: _____ By: _____

ITEM	OK	FIX	N/A
Community Facilities loan application and approval letter	☐	☐	☐
Signed agreement and any amendments	☐	☐	☐
Project description and cost estimate	☐	☐	☐
Environmental review records	☐	☐	☐
Board approvals and meeting minutes	☐	☐	☐
Procurement and construction records	☐	☐	☐
Payment or reimbursement records	☐	☐	☐
Reporting dates on your calendar	☐	☐	☐
Agency contact name and phone	☐	☐	☐

NOTES / REPAIRS NEEDED

TIP Confirm current rules and deadlines with USDA Rural Development before each reporting period, and keep copies of everything you submit.

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