# Farm Rural Economic Development Loan Compliance

A checklist for Rural Economic Development Loan compliance, used by utility cooperatives and rural businesses in funded projects 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 |
|---|---|---|---|
| Rural Economic Development Loan application and approval letter | ☐ | ☐ | ☐ |
| Signed agreement and any amendments | ☐ | ☐ | ☐ |
| Project description and agreement | ☐ | ☐ | ☐ |
| Business and job records | ☐ | ☐ | ☐ |
| Financial statements for the project | ☐ | ☐ | ☐ |
| Reports to the agency | ☐ | ☐ | ☐ |
| 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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