



USDA Guidelines

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Program Description

The Guaranteed Rural Housing (GRH) Loan program provides very low and moderate-income rural residents with better access to affordable housing finance options with little or no down payment or out-of-pocket costs.

Borrowers may obtain a loan to purchase a new or existing home that is located in a designated rural area. A rural community generally has a population of 10,000 or less; however, a community with a population of 20,000 or less can be considered "rural" if it is located outside a metropolitan statistical area (MSA).

Mortgage insurance is not required for a GRH loan. Instead, a Guarantee Fee is collected at closing, and 1/12 of an Annual Fee is collected with each mortgage payment.

ELIGIBLE LOAN PROGRAM

30 year term only

LOAN PURPOSE

- Purchase
- Rate-and-term refinance of an existing Rural Development loan. Interest rate cannot exceed the interest rate of the loan being refinanced. No cash back at closing.

OCCUPANCY

Owner-occupied primary residences only

ELIGIBLE BORROWERS

To be eligible for a Guaranteed Rural Housing loan, borrowers must lack sufficient resources (for example, borrower is unable to secure the necessary down payment which is generally 20%, to obtain conventional financing without Rural Housing guarantee assistance).

SECONDARY FINANCING

Not allowed

TEMPORARY BUYDOWNS

Not Allowed

INELIGIBLE BORROWERS

- Non-occupant co-borrowers
- Inter vivo revocable trusts

PREPAYMENT PENALTY

Not allowed

ASSUMABILITY

May be assumable, depending on servicer.

FLIP TRANSACTIONS

A flip transaction is generally defined as a purchase transaction for a property that has recently been acquired by the seller and is being sold for a quick profit. A flip transaction is evident if the title reveals several changes in ownership in the course of a few months. Flip transactions are not eligible for purchase.

HOMEBUYER EDUCATION

Required for first-time homebuyers only if required by the Rural Development office issuing the conditional commitment. Rural Development States that require homeownership counseling are: **California, Florida, Georgia, Indiana, Louisiana, Minnesota, Nebraska, South Carolina, Texas, Washington, Wisconsin**. Additional states are considering this requirement. Confirm states' requirements with Rural Development.

UNDERWRITING METHOD

Loans may be underwritten by the methods noted as eligible in the table.

Underwriting Method	Eligible	Acceptable AUS Result
GUS*	Yes	Accept
DU	No	N/A
LP	No	N/A

*Loans may be underwritten through Rural Development's Guaranteed Underwriting System (GUS). Additional information about GUS is available at www.rurdev.usda.gov

CONSTRUCTION MODIFICATION

Not allowed

ENERGY EFFICIENT MORTGAGES

Not allowed

ESCROW HOLDBACKS

Not allowed

GEOGRAPHIC RESTRICTIONS

The property must be located in a designated rural area as designated by the Rural Development office. To determine whether the property is located in a designated rural area, go to the Rural Development Web site at <http://eligibility.sc.egov.usda.gov>. From the home page, click "Single Family Housing" under "Property Eligibility." Enter the property address to get an instant determination or to view a map.

PROGRAM LIMITATION

TMS Funding will purchase loans from RHS-approved Clients for rural properties that are financed in compliance with the Rural Housing Loan Program.

Rural housing loans are limited to one loan per borrower and co-borrower.

Program Guidelines

The Guaranteed Rural Housing Loan Program is offered through the Rural Housing Service (RHS), an agency of the U.S. Department of Agriculture. The program offers assistance to low- and moderate-income rural residents whose income is equal to or less than 115% of the area median income.

Moderate income is defined as the greater of 115% of the U.S. median family income or 115% of the average of the state-wide and state non-metro median family incomes or 115/80ths of the area low-income limit.

This program allows 100% LTV, 30-year fixed-rate first mortgages in designated RHS service areas.

DOCUMENTATION TYPE

The following documentation requirements apply:

- A signed and dated IRS Form 4506-T completed at application and closing is required for all borrowers. Both 4506-T forms must be provided in the loan file submitted and must include authorization for transcripts for the most recent two years.
- IRS transcripts dated prior to closing date are required at closing and must be included in the loan file.

*If the IRS returns “no transcripts available” for the time period requested, proof of extension and the most recent years’ IRS transcripts available, as determined by the AUS certificate, are required.

Loans originated under the guaranteed program may use full documentation. In addition, they may also be eligible for alternative forms of documentation, as follows:

- If no Verification of Employment (VOE) is available, applicant income may be verified by W-2 tax forms for the previous two taxes years, telephone verification of the applicant’s permanent employment, and one of the following:
 - Paycheck stubs or payroll earnings statements covering the most recent 30-day period, OR
 - Electronic or computer-generated verification of earnings for the most recent 30-day period
- If both the borrower and all co-borrowers have minimum credit scores of **640**:
 - Documentation of rent payment history is not required.
 - Documentation of adverse credit history waivers is not required, except for those involving a delinquent Federal debt or previous RHS loan.
 - No action is necessary for any derogatory items, except for those involving a delinquent Federal debt or previous RHS loan.

PAYMENT SHOCK

In cases where payment shock is 100% or higher, no additional risk layering should be allowed without strong compensating factors.

ELIGIBLE BORROWERS

Borrowers are subject to the following eligibility requirements:

- Borrowers may have only one primary residence. If borrowers currently own another structurally sound, functionally adequate house, it must be sold prior to or concurrently with the purchase of the new home.
- Borrowers must lack sufficient resources (for example, borrower is unable to secure the necessary down payment which is generally 20%, to obtain conventional financing without RHS guarantee assistance).
- Borrowers must have a valid Social Security number.
- Borrowers may be a permanent or non-permanent resident alien.
- TMS Funding requires that title be placed in individual names only.
- All borrowers must be screened using CAIVRS (Credit Alert Interactive Voice Response System) to determine if an applicant is delinquent on a federal loan

CO-BORROWERS

Occupying co-borrowers are acceptable. The maximum number of borrowers allowed on a single transaction is four. *Note: Non-Occupant Co-Borrowers are NOT allowed

ELIGIBLE PROPERTIES

The following properties are eligible:

- Single family non-farm residences
- PUDs
- Condominiums – Must meet FHA minimum project standards. Attached condos must be located in a project on [FHA's Approved Condominium Project List](#) and an executed Certification for Individual Unit Financing must be included in the Closed Loan File
- The property must be located in a rural area, as designated by the local Rural Development office.
- The value of the site should not exceed 30% of the total value of the property. Exceptions may apply on a case-by-case basis. Contact your local Rural Development office for details.
- The property must be contiguous to and have access to a paved or all-weather surface street or driveway.
- The property must have dependable water and waste disposal systems that are approved by local authorities.
- Leaseholds are permitted if long-term leasing of home sites is a well-established local practice, and such leaseholds are freely marketable in the area.

INELIGIBLE PROPERTIES

The following properties are ineligible:

- 2-4 unit properties
- Co-Ops
- Working Farms
- Income producing Properties that do not meet USDA requirements
- Manufactured housing
- Properties with an in-ground swimming pool. Exceptions may be requested through your local Rural Development office. If approved, the maximum loan will be reduced to the adjusted appraised value (full value less pool value).
- Properties that are located in a flood or mudslide zone. This restriction may be waived for existing homes in some states. In those states, National Flood Insurance must be available and flood insurance is required. Contact your local Rural Development office for details.
- Properties that are located in an area not designated as rural by RHS.

MINIMUM LOAN AMOUNT

\$50,000.00

MAXIMUM LOAN AMOUNT

The maximum loan amount for the Guaranteed Rural Housing Loan Program is 100% of the appraised value or 103.63% when the Guarantee Fee is financed, not to exceed conforming loan limits (entire loan amount, including financed Guarantee Fee cannot exceed conforming loan limits).

The HUD 1 cannot reflect cash back to the borrower(s) except for items prepaid by the borrower outside of closing. These would include the credit report, appraisal, earnest money, or pre-paid hazard insurance. All up-front fees paid by borrower must be documented by cancelled check or credit card receipt.

Loan amounts must be in whole dollar amounts, no cents.

***Note:** Prepaid interest cannot be financed.

CREDIT REQUIREMENTS

Credit Score	Requirements
640 or greater	Waivers are not required for adverse credit history except for delinquent federal debt or previous Rural Housing loan.
Bankruptcy	Bankruptcies not allowed in last 36 months.

CREDIT REPORTS

Credit reports must be re-verified if the loan is not closed within 120 days from the date of the original verification.

Credit report requirements are as follows:

- Residential mortgage credit reports (RMCR)
- Multi-merged credit reports (MMCR)

When MMCRs are used, the following applies:

- Three-file merged reports are preferred.
- Two-file merged reports are acceptable only if they represent all of the data available for the borrower.
- If only one in-file report is available, a RMCR is required.

CREDIT HISTORY

Credit history must indicate a reasonable ability and willingness to meet obligations as they become due. The following are indications of unacceptable credit history and must be carefully investigated:

- More than one payment being more than 30 days late in last 12 months.
- A foreclosure or bankruptcy in the past 36 months.
- A judgment in the past 12 months.
- Outstanding tax liens, no matter what their age, that are currently delinquent.
- Two or more rent payments paid 30 days or more past due. Loan files that receive a GUS "Accept" underwriting recommendation are **not** subject to verification of rent or housing history
- Outstanding collection accounts, no matter what their age, that are currently delinquent.
- Previous RHS debt or non-RHS debt that resulted in a loss.
- Any outstanding judgment obtained by the United States in a federal court (other than a tax lien).

GUS "Accept" loans do not require the lender to submit an explanation of credit waiver to Rural Development nor retain credit waiver documentation in their permanent loan file. The GUS Underwriting Findings Report serves as evidence of credit review and approval by the lender.

MAXIMUM LTV AND CLTV

For the first mortgage, 100% of the market appraised value and may include all of the recurring and non-recurring closing costs.

Note: The maximum LTV may exceed 100% of the appraised value only by the amount of the Guarantee Fee being financed in the loan amount.

Purchase transactions are eligible up to a maximum 100% LTV plus the 3.50% Guarantee fee.

Refinance transactions may exceed 100% only by the maximum 1.00% Guarantee Fee.

CALCULATION OF THE GUARANTEE FEE

The Guarantee Fee may be calculated in two ways depending on whether the fee will be financed.

Transaction Type

Purchase Transactions:

Guarantee Fee Not Financed: Multiply the loan amount by 2.0% and round to the nearest cent. Example: \$100,000 x .02 = \$2,000.

Guarantee Fee Financed: The fee is calculated as follows:

1. Divide the base loan amount by .98 and round to the nearest cent.
2. Multiply that number by .02 (2.0%) and round to the nearest cent.

Example: $\$100,000 \div .98 = \$102,040.8163$ (rounded to \$102,040.82).

$\$102,040.82 \times .02 = \$2,040.8164$ (rounded to \$2,040.82)

Rate and Term Refinances:

Guarantee Fee Not Financed: Multiply the loan amount by 1.00%.

Example: $\$100,000 \times .01 = \$1,000$.

Guarantee Fee Financed: Follow steps 1 and 2 above, substituting .99 for .98 and .01 for .02.

Example: $\$100,000 \div .99 = \$101,010.10$; $\$101,010.10 \times .01 = \$1,010.10$.

CALCULATION OF THE ANNUAL FEE

The annual fee is a percentage of the scheduled amortized unpaid principal balance determined by Rural Development. An annual fee will be collected for all loans - purchase and refinance. A calculator for computing the annual fee is available on the USDA website:

<https://usdalinc.sc.egov.usda.gov/USDALincTrainingResourceLib.do>

The annual fee is collected as part of the borrower's monthly payment and placed in the escrow account Rural Development currently requires to be established for payment of taxes and insurance.

Two months' worth of annual fee payments will be collected at closing.

SECONDARY FINANCING

Not Allowed

QUALIFYING RATIOS

The qualifying ratios for the Guaranteed Loan Program are 29/41%.

Debt ratios exceeding 29/41% **may be** acceptable with compensating factors.

INSTALLMENT DEBT WITH LESS THAN 6 PAYMENTS REMAINING

Payments on installment debts with more than six months (6) repayment remaining to be included in the total debt ratio. Installment debt with less than 6 months remaining may be excluded per UW discretion.

CO SIGNED OBLIGATIONS

Section 1980.345(c)(1)(i) requires debts which have been co-signed by the applicant for another party to be considered in the debt ratio unless evidence can be obtained that it has not been necessary for the applicant to make payments over the last 12 months.

STUDENT LOANS

Student loans represent a debt obligation. Loans in repayment and deferred student loans must be included in the debt ratio per section 1980.345(c)(1). If available; lenders will utilize the payment amount listed on the credit report. If the credit report does not indicate a monthly payment amount, lenders may use the monthly payment amount provided by the loan servicer or 1% of the loan balance reflected on the credit report.

401K LOANS

Loans against personal assets such as 401(k) accounts, retirement funds, or other liquid assets are not considered in the debt ratio.

CASH RESERVE

Cash reserves are not required.

MORTGAGE INSURANCE

Not required for the Guaranteed Loan Program. See information on calculating the Guarantee Fee and Annual Fee in this document.

DOWN PAYMENT/SOURCE OF FUNDS

Not required for Guaranteed Loan Program. Gifts are acceptable from disinterested third party (someone who is not a member of the household). A fully completed gift letter stating that no repayment of the gift is required. Evidence of funds must be included in the loan file.

REFINANCE REQUIREMENTS

Refinance transactions must comply with the following requirements:

- The interest rate cannot exceed the interest rate of the existing loan.
- The loan security must include the same property as the original loan.

The security property must be owner-occupied as the borrower's primary residence.

- Maximum loan amount cannot exceed the balance of the loan being refinanced, plus the guarantee fee and reasonable and customary closing costs (including funds necessary to establish a new tax and insurance escrow account). Subordinate financing, such as home equity lines of credit and down payment assistance "silent" seconds, cannot be included in the new loan amount. Unpaid fees, such as late fees due the servicer, cannot be included in the new loan amount.
- Any existing secondary financing must be subordinate to the first lien.
- Cash-out is not allowed.

BORROWER INCOME

For the Guaranteed Loan Program, the borrower's adjusted income may not exceed 115% of the U.S. median income.

*Moderate income is defined as the greater of 115% of the U.S. median family income or 115% of the average of the state-wide and state non-metro median family incomes or 115/80ths of the area low-income limit.

An income calculator is available on the Rural Development Web site at <http://eligibility.sc.egov.usda.gov>. From the home page, click "Single Family Housing" under "Income Eligibility."

The following are included in annual income to qualify for an RHS guaranteed loan:

- Gross amount of wages, salaries, overtime pay, commissions, fees, tips, bonuses and other compensation for personal services of all adult members of the household.
- Net income from the operation of a farm, business or profession, interest, dividends and other net income of any kind from real or personal property.
- Payments from social security, annuities, insurance policies, pensions, unemployment, workers compensation, alimony and/or child support and other types of periodic receipts.
- All regular pay, special pay and allowances of a member of the armed forces who is the borrower or spouse whether or not that family member lives in the unit.
- All household income is required to be verified and included in household income, even incomes that are not considered stable and dependable for qualification purposes (for example, part-time income earned for less than 1 year, or child support with fewer than 3 years remaining).

The following sources are not included in annual income but will be considered in determining the ability to repay the loan:

- Income from minors.
- Food stamp allotment.
- Payments from foster care.
- Irregular cash gifts.
- Lump sum additions, such as capital gains, etc.
- Medical reimbursements.
- Hazardous duty pay for military person exposed to hostile fire.
- Income exempted by Federal Statute (details noted in 1980-D Exhibit F).

Adjustments to reduce annual income include \$480.00 for each minor child, full time student or a disabled member of the family. \$400.00 may be deducted from annual income for each family member over 62 years of age. An additional deduction may be calculated for certain expenses when added together exceed 3% of gross annual income. Cost of child care can be deducted. Borrower must provide a letter from the day care provider on company letterhead detailing to cost and time of day care.

INCOME VERIFICATION

All sources of income must be verified using FNMA Form 1005 - "Verification of Employment". Rural Development, as outlined in Rural Development Instruction §1980.351, will typically review the past 24 months to determine both Income Eligibility, as well as compliance with Monthly Housing (29%) and Total Debt (41%) Ratios

- Alternate documentation is permitted in place of FNMA Form 1005. Alternate documentation must include: two years W-2's, 30 days paystubs with year-to-date information and a Processor's Certification of Employment

The following should serve as a guideline for handling income-related issues:

- Full Time - For borrowers whose income is derived from full-time employment, two years of full employment history must be verified on FNMA Form 1005 (Verification of Employment).
- Borrowers are not required to have 24 months continuous employment with their current employer.
- Where there has been a change in employers in the last 24 months, the borrower must explain any gap in employment that extends beyond one (1) month.

Two (2) years of tax returns will only be required for:

- Self-employed borrowers
- Commissioned borrowers

- Borrowers employed by a relative or closely-held family business.
- Borrowers who are not commissioned but need to validate their expenses.
- Part-time or second job income with duration of 24 months may be used.
- Overtime and Bonus Income - Overtime and bonus income can be used to qualify the applicant if the employer verifies that the applicant has received it during the last 24 months and indicates that the overtime or bonus income will in all probability continue. The lender must develop an average of the last 24 months overtime or bonus income to determine the amount of income that can be considered in evaluating the borrower's qualifications.
- Self-Employed Income - Two (2) previous years 1040's are required. They must be signed and certified by the applicant. Additionally, a year-to-date Profit & Loss Statement with Balance Sheet, prepared and signed, (does not have to be audited) must be submitted. If the applicant has 25 percent or more ownership interest in any business entity, the applicant must also provide the most recent two years' business tax returns (Corporate, Sub-S Corporate, or Partnership) along with a current Profit and Loss Statement with a Balance Sheet prepared and signed by an accountant.
- Alimony, Child Support, and Separate Maintenance - Must document that child support, alimony, or separate maintenance will continue for three (3) years after the date of the mortgage application or it will not be considered as income. The borrower must also provide evidence that the funds have been received for the last 12 months.
 - Acceptable evidence Includes deposit slips, canceled checks, court records, or tax returns.
- Retirement Income - Retirement income, i.e., pensions, annuities, 401K distribution, etc., may be verified by letters from the organizations providing the income, copies of the retirement award letters (with photocopies of canceled checks attached), tax returns, or IRS W-2 forms. This evidence must confirm a continuation of this income for a minimum of three (3) years.
- Social Security Income – A copy of the Social Security Administration's award letter is required. Benefits that have defined expiration dates must have a remaining term of at least three (3) years to be considered as income.
- Disability Income - Disability income will be considered acceptable income provided it can be documented by furnishing a recent copy of respective letter of benefits or allotment setting forth the terms of the income. The benefits must be on-going for a minimum of three (3) years.
- Unemployment And Public Assistance Benefits – Unemployment And Public Assistance benefits will be considered as income if they are properly documented by letters or exhibits by the paying agency. The amount, frequency and duration of payments must be stated in the verifying documents. If an individual receives unemployment benefits as a regular part of his/her income, copies of tax returns for the past two (2) years to establish a history of receipt. This income must be documented as on-going for a minimum of three (3) years.
- Dividends/Interest Income - Dividends and interest may be used as income provided the assets that are generating the dividend/interest income will not be used for the down payment or closing costs on the proposed loan. The applicant must provide tax returns for the previous two (2) years along with verification of current assets via bank statements, verification of deposits, etc. This income will be averaged over two (2) years or calculated at current market interest rates, whichever is less.

VERIFICATION OF FUNDS

Verification of funds is not required unless the borrower's contribution is greater than 2% of the purchase price. In those cases, the following are acceptable sources for verification of funds:

- Checking or Savings Verification of Deposit (FNMA Form 1006)
- Current balance must cover cash-to-close requirements.
- Average balance must be consistent with current balance. Any significant increase must be accompanied by written explanation and proof of source of deposits, OR
- Bank Statements - To substantiate that a borrower has sufficient funds available for closing, the lender may accept the borrower's original bank statement(s) for the most recent two (2) months to verify funds that the borrower has in a deposit institution. The borrower's bank statements must identify clearly the

depository institution, the account holder(s), the account number, the time period covered by the statement, all deposit and withdrawal transactions, and the ending account balance. If the date of the borrower's most recent bank statement is more than 45 days earlier than the date of the borrower's application, the borrower must supply a supplemental statement - the lender may accept any bank generated forms (such as deposit or withdrawal slips) that show a machine printed account number, balance, and date.

GIFTS (OR GRANTS)

A borrower can use funds obtained as a gift (or grant) to satisfy part of the cash requirement for closing only if the donor is a disinterested third party (relative or friend who is not a member of the household), or charitable organization, municipality, or nonprofit organization.

A gift must be evidenced by a letter that is signed by the donor. The letter must:

- Specify the dollar amount of the gift and the date the funds were transferred;
- Indicate the donor's name, address, telephone number, and relationship to the borrower; and
- Include the donor's statement that no repayment is expected. The lender must verify that funds have been transferred to the borrower's account and show documentation of the transfer of the gift funds from the donor's account; for example, by obtaining a copy of the donor's withdrawal slip or canceled check and the borrower's deposit slip, etc. When the funds are not transferred prior to settlement, the donor may give the closing agent a certified check for the amount of the gift. A copy of that check or a settlement statement showing receipt of that check will be sufficient documentation for the lender's records provided the donor is listed as the remitter.

A gift (or grant) from a charitable organization, municipality, or nonprofit organization must be evidenced by either a copy of the letter awarding the gift or grant to the borrower or a copy of the legal agreement that specifies the terms and conditions of the gift or grant. This supporting document must include language indicating that no repayment of the gift or grant is expected and an indication of how the funds will be transferred (to the borrower, the lender, or the closing agent). The lender must include in the individual mortgage file evidence of the transfer of the funds - such as a copy of the donor's cancelled check or a settlement statement showing receipt of the check.

- **Disposition of Personal Assets** - Proceeds from the sale of personal property may be used towards closing costs. Documentation for funds obtained should include a bill of sale, bank statement verifying deposit of funds, and when applicable, a transfer of title.
- **Borrowing of Funds on an Unsecured Basis** - Borrowers that qualify may borrow funds on an unsecured basis to pay for their closing costs and prepaids. For example, a borrower could obtain an unsecured loan from a family member, bank or credit union, or even a credit card cash advance.
 - In order to qualify for this option, a borrower's median credit score must be 660 or above.

When utilizing this option, Lenders must remember to include the unsecured debt in the total debt calculations, and should indicate on the "Source of Down payment, Settlement Changes, and/or Subordinate Financing" Section of the FNMA 1003 (Uniform Residential Loan Application) the amount of the unsecured funds.

- **Reserve Funds** - There is no requirement for payment reserves after closing.
- **Updating Documents** - When updating expired verification of funds documents, alternate documentation can be used. For example, when updating an expired Verification of Deposit, bank statements or print-outs may be used. Although one month current bank statement and bank print-out may be used to update funds, these cannot be used to initially verify funds.

TEMPORARY BUYDOWNS

Not Allowed

INTERESTED PARTIES' CONTRIBUTIONS

For the Guaranteed Loan Program, an amount of 6% of the sales price can be contributed towards all closing costs.

APPRAISAL REQUIREMENTS

The full Uniform Residential Appraisal Report (URAR) with Market Conditions Addendum must be completed using the sales comparison (market) and cost approach to market value. Use the most recent revision of URAR. Appraisals must be completed within 120 days from the effective date of the appraisal to the Note date.

- If the appraisal report will be more than 120 days old, a re-inspection by the appraiser is required. The appraiser must use the Appraisal Update and/or Completion Report (Form 1004D or 442) which must include all of the following:
 - A determination on whether or not the property value has declined
 - That there has been, at minimum, an exterior inspection of the property
 - Notes on any market changes

If the appraiser determines that the value has declined, a new appraisal and loan must be re-underwritten using the new value.

Note: The original appraisal cannot exceed 6 months, even if a recertification is completed

- Market Conditions Addendum: The Fannie Mae -1004MC / Freddie Mac -#71 form must be included with all appraisals.

Appraisals must be completed by an FHA Roster appraiser for Rural Housing loans. When prepared in accordance with HUD Handbooks 4905.1 and 4150.2, the appraisal constitutes acceptable documentation to comply with existing dwelling inspections made in accordance with RD Instruction 1980-D, section 1980.341(b)(1)(i). The lender should be careful to select an appraiser familiar with and who can certify that the requirements of HUD Handbooks 4905.1 and 4150.2 have been met.

IMPOUND ACCOUNTS

Impound accounts are required for property taxes and hazard insurance.

ESCROW ACCOUNTS FOR EXTERIOR DEVELOPMENTS

Not allowed

CHANGE LOG

11/10/11

Added requirement for 2 months escrow of Annual Fee to be collected at closing.

9/1/11

Added information about the change in Guarantee Fee and annual fee as of Oct 1, 2011

Removed streamline refinancing without an appraisal from appraisal section

8/9/11

Added condos and PUDs as eligible properties

7/25/11

Added guidance on using total income to determine income eligibility

Added documentation requirements when deducting child care expenses from total income