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Section III Asset Management

Chapter 10

Accounts Receivable Financing and Cash Flow Structures

10.1

Introduction

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11 Please refer to Production, Chapter 15 for guidance related to Accounts Receivable Financing as
12 it relates to Asset Management concerns, except as outlined below.

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14 **In November 2008, HUD issued H08-09 Accounts Receivable Financing. The guidance in this*
15 *chapter supersedes this Notice.*
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10.2

Applicable Programs

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19 The Office of Residential Healthcare Facilities (“ORCF”) will evaluate ARA/R Financing loan
20 requests utilizing the guidance provided in this chapter and Production, Chapters 15 (Accounts
21 Receivable Financing) and 16 (Cash Flow Structures/DACAs and DAISAs) for the following
22 programs:

- 23 1. Section 232 for new construction or substantial rehabilitation
- 24 2. Section 232 pursuant to Section 223(f)¹ for purchase or refinance
- 25 3. Section 232 pursuant to Section 223(a)(7) and Section 232 pursuant to Section 223(f)
26 pursuant to Section 223(a)(7) for refinancing
- 27 4. Section 241(a) for supplemental loans in connection with a Section 232 insured
28 mortgage under one of the categories described above
- 29 5. Section 223(d) operating loss loans in connection with a Section 232 insured
30 mortgage loan under one of the categories described above
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¹ Negative working capital (accounts payable exceeding accounts receivable) may not be included as existing indebtedness in proposed Section 232 refinance transactions.

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10.3

Accounts Receivable Financing Application Considerations

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Generally, HUD approval must be obtained for any ARA/R Loan or any material modification of an existing ARA/R Loan, ~~(as defined in Production, Chapter 15.4.B)~~, and the ARA/R Lender must execute an Intercreditor Agreement with the FHA Lender, the Operator and the Borrower. Pre-2013 ICAs will no longer be acceptable and will no longer be renewed/extended. The next renewal/extension must place the ICA on the newest form. A proposed cash flow chart must be included with all submissions. (See Production, Chapter 16 Cash Flow Structures, DACAs and DAISAs for guidance on cash flow charts). Please refer to Production, Chapter 15 for general guidance on A/R Financing.

- A. ~~Review of Accounts Receivable Financing: An ARA request to review A/R loan request~~ financing may be submitted at any time during the life of an FHA-insured mortgage. For example, an ARA/R loan request may be submitted: along with a Transfer of Physical Assets (TPA); ~~included in a submission for a new and/or change of Operator;~~ Change of Participants (CHOP); or with a request to approve a new ARA/R loan or modification of an existing ARA/R loan. If the ARA/R loan is being put in place in conjunction with an FHA-insured loan closing (or with a TPACHOP that is being processed concurrently with an FHA-insured loan closing), review of the ARA/R approval request takes place as part of the firm commitment process and loan closing. Production will consult with the Account Executive(s) for the subject Projects. Otherwise, requests to approve ARA/R financing are directed to the ORCF Account Executive (AE) assigned to the project. In all instances, including post-closing requests, the submission must be by the FHA Lender, and Lender's Counsel, not the Operator or Borrower.
- B. ~~In all of the above instances, it will be determined if a loan is part of a portfolio, and HUD has completed a portfolio review acceptance letter applies and whether the~~, any proposed ARA/R loan financing is consistent must comply with such letter the terms of the HUD Portfolio Corporate Credit Review approval letter. This includes any reviewed and any approved cash flow charts or documents approved in connection ~~therewith~~ with the portfolio review and approval process. See Production, Chapter 16.2 (Cash Flow Structures, DACA's and DAISA's), and Production, Chapter 17 (Portfolios).
- C. ~~The parties may propose as part of the AR loan review request that HUD pre approve certain future modifications or that HUD permit certain additional types of obligations to be secured by Operator project collateral.~~
- D.C. ~~All existing HUD loans entering into a new accounts receivable line of credit~~ New A/R Financing must comply with current policies pertaining to Accounts Receivable Financing.
- E.D. ~~Projects being added to~~ When requesting modification of an existing HUD, ORCF- approved ~~accounts receivable lines of credit~~ A/R loan, the existing A/R Financing must also

76 ~~be amended to comply with the current ORCF mortgage insurance documents guidance~~
77 ~~pertaining to Accounts Receivable Financing (i.e., no legacy courtesy).~~

~~10.3~~

~~Accounts Receivable Financing Application Considerations~~

80
81 ~~Please refer to Production, Chapter 15.3.~~

10.4

Document Requirements and Reviews

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85 Please see Production, Chapter 15.4 ~~and the current Accounts Receivable Checklist available on~~
86 ~~the 232 loan servicing website~~ for a list of the key documents ~~that ORCF reviews when~~
87 ~~considering a to be provided in connection with an~~ request for AR Financing, ~~except as included~~
88 ~~below.~~

89
90 ~~If the AR financing is proposed as part of an FHA-insured loan closing, the appropriate HUD~~
91 ~~form of Lender Narrative must be submitted. If proposed post-closing, the AR portion of the~~
92 ~~same template shall be submitted.~~

93
94 ~~to review a new Accounts Receivable loan.~~ The particular terms that must be included depend
95 on an evaluation of the proposed transaction as a whole. However, for existing FHA-insured
96 mortgages, ORCF will consider not only the important safeguards and conditions outlined in
97 Production, Chapter 15.5, but also whether the Borrower and Operator are in compliance with all
98 business agreements with the Department (i.e., not in default on those business agreements,
99 current on financial statement submissions, passing scores on physical inspections and the like).

10.5

Accounts Receivable Financing Work Outs

102
103 An AE is aware that ~~the ARA/R~~ Financing is a tool to ensure that an Operator continues to have
104 cash advances for operations. If applicable, the AE will partner with the ~~assigned field counsel~~
105 ~~when dealing with the ARA/R~~ Lender and the FHA Lender to restructure the ~~ARA/R~~ loan to
106 encourage the ~~ARA/R~~ Lender to continue making advances while issues with the Operator are
107 being worked out between the FHA Lender and the ~~ARA/R~~ Lender. If the AE becomes aware
108 that an Operator is having significant difficulties, including but not be limited to the occurrence
109 of a Triggering Event (as defined in the ~~applicable agreement~~), ~~an AE shall~~ Intercreditor
110 Agreement), ~~the AE should:~~

- 111
- 112 1. Review financials
- 113 2. Review state surveys

- 114 3. Discuss and assess with the Turnaround Team (Risk Mitigation Branch)-)
- 115 4. Seek assistance of the Office of General Counsel (OGC)
- 116 5. Discuss the possibilities of bringing in a consultant
- 117 6. Hold a meeting with all parties involved
- 118 7. Discuss an action plan by Operator (if applicable)
- 119 8. Update iREMS regularly

121 A. Lender Servicing

122 Please see Asset Management, Chapter 3 (General Loan Servicing) for a discussion of
123 HUD's expectations regarding the FHA Lender's servicing of loans as it pertains to Accounts
124 Receivable Financing generally. The FHA Lender is a party to the Intercreditor Agreement
125 and charged with its administration, as well as the administration of any deposit account
126 control agreements (and other security documents, such as ~~assigned~~ cross-guaranties in a
127 master lease structure, etc.), and where the FHA lender is party to a multi-lender agreement
128 relating to multi-project A/R Financing.

131 B. Portfolios and Account Receivable Financing.

132 Releasing a project from ~~the ARa multi-project A/R~~ Line of Credit – In the event that the AE
133 receives a request from the ~~Borrower~~ FHA Lender to release a ~~property~~ Project from the
134 ARA/R Line of Credit ~~collateral base that includes other FHA-insured projects,~~ the AE must
135 receive a detailed analysis from the FHA Lender outlining the terms and conditions of said
136 release. The details must include (and are not limited to) the following: ~~the payoff date of the~~
137 ~~property mortgage balance, the AR Lender's concurrence and agreement with said release,~~
138 ~~any changes to the terms and conditions of the AR line of credit, and an analysis of the~~
139 ~~impact of the release on the borrowing base going forward. The AE must consult with OGC~~
140 ~~on any such release.;~~

143 Adding a project

- 144 • The payoff date of the property mortgage balance (if applicable),
- 145 • Copy of all draft AR loan documents,
- 146 • Copy of all existing AR Loan Documents,
- 147 • Copy of current and proposed Cash Flow Chart,
- 148 • Copy of current Operator Security Agreement,
- 149 • The requested, revised loan amount (if applicable) and the current loan amount,
- 150 • The reason why the loan is being reduced (if applicable),
- 151 • The Loan Modification request number,
- 152 • The A/R Lender's concurrence and agreement with said release (or termination),
- 153 • Any changes to the AR terms and conditions of the A/R Line of Credit—,
- 154 • Most recent borrowing base certificate,
- 155 • and an analysis of the impact of the release on the borrowing base certificate going
156 forward

158 The AE must consult with OGC on any such release, especially regarding changes to the AR
159 loan documents).

160
161 When a new project is being added to an existing ARA/R Line of Credit, the same process that
162 is used in underwriting a new project must be utilized: when adding projects to a line. See
163 Production, Chapter 6 Participant Credit and Financial Review.

164 HUD Asset Management

165 C. HUD Asset Management

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168 1. Occurrence of a Triggering Event – When there occurs a payment default or event of
169 default under the Security Instrument or Regulatory Agreement which ~~are is~~
170 determined to be a “Triggering Event” pursuant to the Intercreditor Agreement, the
171 ~~AE will work with the~~ FHA Lender to must notify HUD and may in its discretion
172 issue a Triggering Event Notice to the ARA/R Lender and work with the parties
173 involved to put in place an action plan to resolve the default. Any such action plan
174 must be acknowledged by HUD.
175
- 176 2. Anticipation of a Cut-Off Notice – If an action plan ~~in place~~ fails and/or concerns as
177 stated above cannot be corrected, the AE shall ~~have a call~~ consult with the assigned
178 ~~OGCHUD~~ field counsel; it may also be necessary and appropriate for the AE to
179 include an assigned AE of the ~~Turnaround Team (Risk Mitigation Branch).~~ Please
180 see Asset Management, Chapter 3 (General Loan Servicing).
- 181
182 3. Default or Cut Off Time Notice by AR Lender. When there occurs a “Triggering
183 Event” pursuant to the Intercreditor Agreement, the FHA Lender and ORCF may
184 work with the A/R Lender to put in place an action plan to resolve the default. Any
185 such action plan must be acknowledged by HUD. Once a Cut-Off Time occurs, FHA
186 Lender can require the establishment of separate deposit accounts into which
187 payments with respect to Accounts arising after the Cut-Off Time are to be deposited.
188 A revised Cash Flow Chart must also be provided and is subject to HUD review and
189 approval.
190
- 191 4. Availability Reduction Notice. When there occurs an “Availability Reduction”
192 pursuant to the Intercreditor Agreement that results in Availability being reduced by
193 greater than twenty percent (20%) of the Maximum Commitment Amount, the
194 Operator will provide HUD and FHA Lender written notice by electronic mail within
195 24 hours. FHA Lender should notify HUD using the HUD-93334-ORCF. Please see
196 Asset Management, Chapter 3 (General Loan Servicing).
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10.6

Cash Flow Charts, DACAs and DAISAs

200 Please refer to Production, Chapter 16 Cash Flow Structures, DACAs and DAISAs for guidance
201 related to these issues as they relate to FHA-insured projects ~~that have closed and are serviced by~~
202 ~~the AE, except as outlined below.~~

203
204 Wherever the A/R Lender has a control agreement on an account or is the depository bank, the
205 FHA Lender must also have a control agreement in place to perfect its security interest in the
206 account.

207
208 If an account co-mingles funds from multiple FHA-insured Projects, this must be indicated on
209 the cash flow chart. Where A/R Financing involves more than one FHA lender, there must be a
210 written agreement between the FHA lenders on which lender will manage the relationship with
211 the depository bank.

212
213 When an existing A/R Lender is being replaced, the parties must make arrangements acceptable
214 to HUD for the termination of any existing DAISAs or DACAs in favor of such exiting A/R
215 lender.

10.7

Submission and Review of Cash Flow Charts, DACAs and DAISAs

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219 ~~The ORCF will evaluate cash flow structures, DACAs and DAISAs pursuant to the guidance~~
220 ~~provided in this chapter for the following programs:~~

- 221 ~~1. Section 232 for new construction or substantial rehabilitation~~
- 222 ~~2. Section 232 pursuant to Section 223(f)² for purchase or refinance~~
- 223 ~~3. Section 232 pursuant to Section 223(a)(7) or Section 232 pursuant to Section 223(f)~~
224 ~~pursuant to Section 223(a)(7) for refinancing~~
- 225 ~~4. Section 241(a) for supplemental loans in connection with a Section 232 insured~~
226 ~~mortgage loan under one HUD review of the categories described above~~
- 227 ~~5. Section 223(d) operating loss loans in connection with a Section 232 insured~~
228 ~~mortgage loan under one of the categories described~~

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231 ~~HUD Review of revised/new~~ cash flow structures, DACAs and DAISAs may take place at
232 various times:

233
234 A. Post-closing. Unless stated otherwise, post-closing submissions are to be directed to the AE
235 assigned to the project.

- 236
237 1. **Accounts Receivable – New line or modification of an existing line** – Reviews are
238 required any time a request for approval of a new ARA/R line is submitted, or any

² ~~The amount by which accounts payable exceed accounts receivable is not a sum that may be included as existing indebtedness in proposed Section 232 refinance transactions.~~

239 request to approve a modification of an existing ARA/R line that will result in a
240 change in the previously approved cash flow chart.

241
242 2. **Change to approved cash flow chart** – Reviews are required when a change to the
243 approved flow chart (opening new accounts, changing depositories, replacing or
244 closing an existing DACA or DAISA account) is proposed.

245
246 3. ~~Transfers of Physical Assets or Change in Operator of Participants (CHOP)~~
247 **involving ARA/R Financing** – Reviews are required in connection with a ~~transfer of~~
248 ~~physical assets (TPA) or change in Operator~~ CHOP that involves ARA/R financing.
249 ~~TPAs~~ CHOPs not occurring in conjunction with an FHA-insured loan closing shall be
250 directed to the AE assigned to the project. See CHOP chapter.

251
252 4. **After a Cut-Off Time has occurred** – Once a Cut-Off Time occurs, FHA Lender
253 can require the establishment of separate deposit accounts into which payments with
254 respect to Accounts arising after the Cut-Off Time are to be deposited.

255
256 B. In all the above instances, ~~it will be determined~~ if a portfolio ~~acceptance letter applies and~~
257 ~~whether review was completed and~~ an overall cash flow chart was approved during portfolio
258 review, ~~so that it can be determined~~ ORCF will determine:

259
260 1. If the proposed structure is consistent therewith; and

261
262 2. If a DACA and/or DAISA form has been previously approved in conjunction with the
263 portfolio review.

264
265 C. In all of the above instances, if an existing ARA/R Lender is being replaced or a Project will
266 no longer use any A/R Financing, the parties must make arrangements acceptable to HUD for
267 termination of any existing DAISAs or DACAs in favor of such Lender.

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