|  |  |  |
| --- | --- | --- |
| **Firm Application Checklist**Section 223(d) |  | **U.S. Department of Housing and Urban Development**Office of Residential Care Facilities |

**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

|  |
| --- |
| **Project Name:** |
| **Project Number:** |

**SUBMISSION REQUIREMENTS:**

* Upload one electronic copy of all the documents identified in the table below to the Section 232 Portal for receipt of the Firm Application submission.
* Lenders are not required to submit N/A exhibits, but if choosing to do so, please identify that it is “N/A” in the document name. For example, “2-3.B\_NA-Phase II Environmental Report.”
* For “Other” documents that are not standard Checklist exhibits, please add a descriptor to the file name so that files are more easily identified. For example, “2.3E\_Other Specify-Tank Closure.”

| **No.** | **Item** | **N/A** | **Incl.** |
| --- | --- | --- | --- |
| **Section 1: Underwriting** |
|  | 1. Payment receipt – FHA Application Fee (0.3% of Mortgage Loan Amount)

Payment receipt generated by Pay.gov 1. Section 223(d) Firm Application Checklist
2. HUD-90022-ORCF, Certification for Electronic Submittal
 |  | [ ] [ ] [ ]  |
|  | HUD-90011-ORCF, Lender Narrative (including applicable addenda) Submit electronic versions in both Word and PDF document format.Do not alter the narrative format; if a particular section does not apply, it should be noted as Not Applicable. |  | [ ]  |
|  | HUD-92264A-ORCF, Maximum Insurable Mortgage Calculation |  |  [ ]  |
|  | Section 223(d) Firm Commitment Submit electronic draft version in a Word document.Please include the exhibit number and title at the top of the page of the following exhibits to the Firm Commitment.1. Exhibit A, Legal Description
2. Exhibits B – F. Intentionally Omitted
 |  | [ ] [ ]  |
|  | HUD-90012-ORCF, Consolidated Certification-Lender  |  | [ ]  |
|  | HUD-90024-ORCF, Contact List Submit electronic version in a Word document. |  | [ ]  |
|  | Copies of any email guidance provided by ORCF for the subject project prior to application submittal | [ ]  | [ ]  |
|  | HUD-2-ORCF, Request for Waiver of Housing Directive Previously signed and/or draft form  | [ ]  | [ ]  |
|  | Exhibits 1-9. – 1-10. Intentionally Omitted |  |  |
| **Section 2: Third Party Reports** |
|  | Exhibits 2-1. – 2-7. Intentionally Omitted |  |  |
|  | Audited Financial Statements for Loss Period |  | [ ]  |
|  | HUD-90019-ORCF, Auditor Certification |  | [ ]  |
|  | Market Study or Operational AssessmentIf the historical NOI of the project is not supporting a debt service coverage ratio (assuming both the first mortgage and the proposed operating loss loan) above 1.45, a market study or an operational assessment may be required. If the project is in this situation, please email the ORCF Account Executive  to determine if a market study and/or operational assessment is required for your specific project.   | [ ]  | [ ]  |

|  |
| --- |
| **Section 3: Borrower** |
|  | Organizational Chart |  | [ ]  |
| 1.
 | Organizational Documents

|  |  |  |
| --- | --- | --- |
| [ ]  Corporation | [ ]  Partnership |  |
| A. Articles of Incorporation | A. Partnership Agreement |  |
| B. Bylaws | B. Certificate of Partnership |  |
| C. Authorizing Resolutions | C. Authorizing Resolutions |  |
| [ ]  LLC | [ ]  Trust |  |
| A. Articles of Organization | A. Trust Agreement |  |
| B. Operating Agreement | B. Certification or Affidavit of Trust |  |
| C. Authorizing Resolutions | C. N/A |  |

 |  | [ ] [ ] [ ] [ ] [ ] [ ]  |
|  | HUD-90013-ORCF, Consolidated Certification-BorrowerPart IX Previous Participation, Part XV Certification of Multiple Projects for 223(a)(7), Attachment 1 and Attachment 2 are NOT required to be completed. |  | [ ]  |
|  | Credit Report |  | [ ]  |
|  | Financial Statements – Year-to-DateThe latest unaudited statement should be no more than 3 months old. Statements audited by a CPA/IPA should be no more than 6 months old.1. Balance Sheet
2. Schedule and Aging Accounts Receivable
3. Schedule and Aging of Notes Receivable
4. Schedule and Aging of Accounts Payable
5. Schedule of Notes and Mortgages Payable
6. Schedule of Legal Proceedings
7. Income and Expense Statement
8. HUD-91126-ORCF, Financial Statement Certification
 | [ ] [ ] [ ] [ ] [ ]  | [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]  |
|  | Financial Statements – FY 20XX – (copy of audit submitted to HUD) | [ ]  | [ ]  |
|  | Financial Statements – FY 20XX– (copy of audit submitted to HUD) | [ ]  | [ ]  |
|  | Financial Statements – FY 20XX – (copy of audit submitted to HUD) | [ ]  | [ ]  |
|  | Exhibits 3-9. – 3-12. Intentionally Omitted |  |  |
| **Section 4: Principal of Borrower *<Name of Principal>*** |
| Duplicate this section and include the name of the principal for each Principal of the Borrower. Include individuals and entities providing financial capacity and operating experience. *The supplemental exhibits are applicable when there has been a change or a change is proposed in the principal ownership of the borrower entity. These exhibits must be provided for each new or existing principal that has not been previously approved by HUD for participation in this property.* |
|  | Organizational Chart  | [ ]  | [ ]  |
|  | Organizational Documents (if applicable)

|  |  |  |
| --- | --- | --- |
| [ ]  Corporation | [ ]  Partnership |  |
| A. Articles of Incorporation | A. Partnership Agreement |  |
| B. Bylaws | B. Certificate of Partnership |  |
| C. Authorizing Resolutions | C. Authorizing Resolutions |  |
| [ ]  LLC | [ ]  Trust |  |
| A. Articles of Organization | A. Trust Agreement |  |
| B. Operating Agreement | B. Certification or Affidavit of Trust |  |
| C. Authorizing Resolutions | C. N/A |  |

 | [ ]  | [ ] [ ] [ ] [ ] [ ] [ ]  |
|  | Résumé/Evidence that individual or entity is qualified (Supplemental Exhibit) |  | [ ]  |
|  | HUD-90014-ORCF, Consolidated Certification-Principal of the Borrower (Supplemental Exhibit)Part VII Previous Participation and Attachment 1 are NOT required to be completed.Previous Participation Certification (Supplemental Exhibit):See Housing Notice 2016-15 for additional guidance on the Previous Participation Certification 1. Complete HUD-90014-ORCF, Part IX Previous Participation, include Attachment 1, and Register Controlling Participants in the Business Partner Registration System (BPRS)

**OR**1. Active Partners Performance System (APPS) Submittal: Previous Participation Certification via APPS. Include a copy of the signatures pages in the application
 |  | [ ]  |
|  | Credit ReportIf a principal is a business entity (i.e., corporation, partnership) with an operating history, a credit report is required only on the business firm, not the owners of the firm. |  | [ ]  |
|  | Exhibits 4-6. – 4-10. Intentionally Omitted |  |  |
| **Section 5: Operator** **[ ]**  |
| *The supplemental exhibits are applicable when a change in operator has occurred or is proposed and the operator has not been previously approved by HUD for the subject property.* |
|  | Organizational Chart |  | [ ]  |
|  | Organizational Documents

|  |  |
| --- | --- |
| [ ]  Corporation | [ ]  Partnership |
| A. Articles of Incorporation | A. Partnership Agreement |
| B. Bylaws | B. Certificate of Partnership |
| C. Authorizing Resolutions | C. Authorizing Resolutions |
| [ ]  LLC | [ ]  Trust |
| A. Articles of Organization | A. Trust Agreement |
| B. Operating Agreement | B. Certification or Affidavit of Trust |
| C. Authorizing Resolutions | C. N/A |

 |  | [ ] [ ] [ ] [ ] [ ] [ ]  |
|  | Résumé/Evidence that individual or entity is qualified (Supplemental Exhibit) | [ ]  |  |
|  | HUD-90015-ORCF, Consolidated Certification-OperatorPrevious Participation Certification (Supplemental Exhibit): See Housing Notice 2016-15 for additional guidance on the Previous Participation Certification 1. Complete HUD-90015-ORCF, Part IX Previous Participation, include Attachment 1, and Register Controlling Participants in the Business Partner Registration System (BPRS)

**OR**1. APPS Submittal: Previous Participation Certification via APPS. Include a copy of the signatures pages in t
 |  | [ ]  |
|  | A. Credit Report for Operator B. Sampling of Operator’s Other Business Concerns from list attached to Consolidated Certification | [ ] [ ]  | [ ] [ ]  |
| 1.
 | Financial Statements – Year-to-Date (Supplemental Exhibit)The latest unaudited statement should be no more than 3 months old. Statements audited by a CPA/IPA should be no more than 6 months old.1. Balance Sheet
2. Aging of Accounts Receivable
3. Aging of Notes Receivable
4. Schedule of Pledged Assets
5. Schedule of Marketable Securities
6. Aging of Accounts Payable Schedule of Notes and Mortgages Payable
7. Schedule of Legal Proceedings
8. Income and Expense Statement
9. HUD-91126-ORCF, Financial Statement Certification
 | [ ]  |  |
|  | Financial Statements – FY 20XX (Supplemental Exhibit)Fill in the Year. Business entities must submit this exhibit for the lesser of the last 3 years or the length of existence. Audited financial statements are preferred but owner-prepared statements will be accepted. All financial statements—audited and owner-prepared—will need to be certified by the entity with signature authority for that financial statement.1. Balance Sheet
2. Aging of Accounts Receivable
3. Aging of Notes Receivable
4. Schedule of Pledged Assets
5. Schedule of Marketable Securities
6. Aging of Accounts Payable Schedule of Notes and Mortgages Payable
7. Schedule of Legal Proceedings
8. Income and Expense Statement
9. HUD-91126-ORCF, Financial Statement Certification
 | [ ]  |  |
|  | Financial Statements – FY 20XX (Supplemental Exhibit)Fill in the Year. Business entities must submit this exhibit for the lesser of the last 3 years or the length of existence. Audited financial statements are preferred but owner-prepared statements will be accepted. All financial statements—audited and owner-prepared—will need to be certified by the entity with signature authority for that financial statement.1. Balance Sheet
2. Aging of Accounts Receivable
3. Aging of Notes Receivable
4. Schedule of Pledged Assets
5. Schedule of Marketable Securities
6. Aging of Accounts Payable Schedule of Notes and Mortgages Payable
7. Schedule of Legal Proceedings
8. Income and Expense Statement
9. HUD-91126-ORCF, Financial Statement Certification
 | [ ]  |  |
|  | Financial Statements – FY 20XX (Supplemental Exhibit)Fill in the Year. Business entities must submit this exhibit for the lesser of the last 3 years or the length of existence. Audited financial statements are preferred but owner-prepared statements will be accepted. All financial statements—audited and owner-prepared—will need to be certified by the entity with signature authority for that financial statement.1. Balance Sheet
2. Aging of Accounts Receivable
3. Aging of Notes Receivable
4. Schedule of Pledged Assets
5. Schedule of Marketable Securities
6. Aging of Accounts Payable
7. Schedule of Notes and Mortgages Payable
8. Schedule of Legal Proceedings
9. Income and Expense Statement
10. HUD-91126-ORCF, Financial Statement Certification
 | [ ]  |  |
|  | 1. Operating Lease with HUD-91116-ORCF, Addendum to Operating Lease
2. Memorandum of Lease
3. HUD-91110-ORCF, Subordination, Non-Disturbance and Attornment Agreement of Operating Lease (SNDA) Required only for non-related borrowers and operators.
4. HUD-91117-ORCF, Operator Estoppel Certificate
 | [ ] [ ] [ ] [ ]  | [ ] [ ] [ ] [ ]  |
| **Section 6: Parent of Operator** **[ ]**  |
| *The supplemental exhibits are applicable when a change in operator has occurred or is proposed and the operator has not been previously approved by HUD for the subject property.*  |
|  | Organizational Chart |  | [ ]  |
|  | Organizational Documents

|  |  |  |
| --- | --- | --- |
| [ ]  Corporation | [ ]  Partnership |  |
| A. Articles of Incorporation | A. Partnership Agreement |  |
| B. Bylaws | B. Certificate of Partnership |  |
| C. Authorizing Resolutions | C. Authorizing Resolutions |  |
| [ ]  LLC | [ ]  Trust |  |
| A. Articles of Organization | A. Trust Agreement |  |
| B. Operating Agreement | B. Certification or Affidavit of Trust |  |
| C. Authorizing Resolutions | C. N/A |  |

 |  | [ ] [ ] [ ] [ ] [ ] [ ]  |
|  | Résumé/Evidence that individual or entity is qualified (Supplemental Exhibit) | [x]  |  |
|  | HUD-90016-ORCF, Consolidated Certification-Parent of OperatorPart VII Previous Participation and Attachment 1 are NOT required to be completed. |  | [ ]  |
|  | 1. Credit Report for Parent of Operator
2. Sampling of Parent of Operator’s Other Business Concerns (From list attached to Consolidated Certification)
 |  | [ ] [ ]  |
|  | Financial Statements – Year-to-Date (Supplemental Exhibit)The latest unaudited statement should be no more than 3 months old. Statements audited by a CPA/IPA should be no more than 6 months old.1. Balance Sheet
2. Aging of Accounts Receivable
3. Aging of Notes Receivable
4. Schedule of Pledged Assets
5. Schedule of Marketable Securities
6. Aging of Accounts Payable
7. Schedule of Notes and Mortgages Payable
8. Schedule of Legal Proceedings
9. Income and Expense Statement
10. HUD-91126-ORCF, Financial Statement Certification
 | [ ] [ ] [ ] [ ] [ ] [ ] [ ]  | [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]  |
|  | Financial Statements – FY 20XX (Supplemental Exhibit)Fill in the Year. Business entities must submit this exhibit for the lesser of the last 3 years or the length of existence. Audited financial statements are preferred but owner-prepared statements will be accepted. All financial statements—audited and owner-prepared—will need to be certified by the entity with signature authority for that financial statement.1. Balance Sheet
2. Aging of Accounts Receivable
3. Aging of Notes Receivable
4. Income and Expense Statement
5. HUD-91126-ORCF, Financial Statement Certification
 | [ ] [ ] [ ] [ ] [ ]  | [ ] [ ] [ ] [ ] [ ]  |
|  | Financial Statements – FY 20XX (Supplemental Exhibit)Fill in the Year. Business entities must submit this exhibit for the lesser of the last 3 years or the length of existence. Audited financial statements are preferred but owner-prepared statements will be accepted. All financial statements—audited and owner-prepared—will need to be certified by the entity with signature authority for that financial statement.1. Balance Sheet
2. Aging of Accounts Receivable
3. Aging of Notes Receivable
4. Income and Expense Statement
5. HUD-91126-ORCF, Financial Statement Certification
 | [ ] [ ] [ ] [ ] [ ]  | [ ] [ ] [ ] [ ] [ ]  |
|  | Financial Statements – FY 20XX (Supplemental Exhibit)Fill in the Year. Business entities must submit this exhibit for the lesser of the last 3 years or the length of existence. Audited financial statements are preferred but owner-prepared statements will be accepted. All financial statements—audited and owner-prepared—will need to be certified by the entity with signature authority for that financial statement.1. Balance Sheet
2. Aging of Accounts Receivable
3. Aging of Notes Receivable
4. Income and Expense Statement
5. HUD-91126-ORCF, Financial Statement Certification
 | [ ] [ ] [ ] [ ] [ ]  | [ ] [ ] [ ] [ ] [ ]  |
| **Section 7: Management Agent** |
| *The supplemental exhibits are applicable when a change in Management Agent has occurred or is proposed and the Management Agent has not been previously approved by HUD for the subject property.*  |
|  | Organizational Chart  | [ ]  | [ ]  |
|  | Organizational Documents

|  |  |  |
| --- | --- | --- |
| [ ]  Corporation | [ ]  Partnership |  |
| A. Articles of Incorporation | A. Partnership Agreement |  |
| B. Bylaws | B. Certificate of Partnership |  |
| C. Authorizing Resolutions | C. Authorizing Resolutions |  |
| [ ]  LLC | [ ]  Trust |  |
| A. Articles of Organization | A. Trust Agreement |  |
| B. Operating Agreement | B. Certification or Affidavit of Trust |  |
| C. Authorizing Resolutions | C. N/A |  |

 |  | [ ] [ ] [ ] [ ] [ ] [ ]  |
|  | HUD-9839-ORCF, Management Agent Certification – Residential Care Facility | [ ]  | [ ]  |
|  | Management Agreement and Form HUD-92071-ORCF, Management Agreement Addendum | [ ]  | [ ]  |
|  | Résumé/Evidence that individual or entity is qualified (Supplemental Exhibit) |  |  |
|  | HUD-90017-ORCF, Consolidated Certifications – Management AgentPart VIII Previous Participation and Attachment 1 do NOT need to be completed.Previous Participation Certification for Principal of Borrower (Supplemental Exhibit)See Housing Notice 2016-15 for additional guidance on the Previous Participation Certification 1. Complete HUD-90017-ORCF, Part IX Previous Participation, include Attachment 1, and Register Controlling Participants in the Business Partner Registration System (BPRS)

**OR**1. APPS Submittal: Previous Participation Certification via APPS. Include a copy of the signatures pages
 |  | [ ]  |
|  | Sampling of Management Agent’s Other Business Concerns |  | [ ]  |
| **Section 8: Real Estate** |
|  | 1. Not Applicable
2. Exhibits B – D. Intentionally Omitted
3. Monthly deposits: Provide evidence of the current monthly escrow deposits, including replacement reserves, taxes, and insurance.
 | [x]  | [ ]  |
|  | 1. Current Facility License
2. Exhibits B – D. Intentionally Omitted
 | [ ]  | [ ]  |
|  | Title1. Preliminary Title Report
2. Pro Forma – 2006 ALTA Title Insurance Policy
3. ALTA Form Environmental Endorsement
4. ALTA Form Comprehensive Endorsement
5. ALTA Form Endorsement deleting Arbitration Clause
6. ALTA Location of Improvements Endorsement
7. Exhibits 8-3.B.5-8. Intentionally Omitted
8. Other: <Specify>
9. Exception Documents
10. Title Policy from original insured transaction(s), if available

Exception documents, title exceptions and survey noted exceptions should match. Exception documents must include copies of the actual documents. These documents must be legible. | [ ]  | [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]  |
|  | ALTA/ACSM Land Title Survey See HUD-91111-ORCF, Survey Instructions and Borrower’s Certification for applicability. Electronic version of the survey must be legible when expanded.  |  | [ ]  |
|  | Evidence of compliance1. Zoning
2. HUD-91130-ORCF, Building Codes
3. Verification of Zoning and Code Variances

Evidence should address requirements for rebuilding if partially destroyed. | [ ]  | [ ] [ ] [ ]  |
|  | Not Applicable | [x]  |  |
|  | Not Applicable | [x]  |  |
|  | Commercial Lease(s) | [ ]  | [ ]  |
|  | Land/Ground Lease including HUD requirements/provisions outlined in HUD-92070-ORCF, Lease Addendum | [ ]  | [ ]  |
|  | Evidence of Real Estate Tax Abatement/Exemption  | [ ]  | [ ]  |
|  | Intentionally Omitted |  |  |
| **Section 9: Operations**  |
|  | 1. Operating Budget

12-months, including census mix and occupancy assumptions1. Intentionally Omitted
 |  | [ ]  |
|  | Form HUD 91125-ORCF, Staffing scheduleIncluding job titles, salaries, and full time equivalents (FTE) |  | [ ]  |
|  | Financial Statements for Operation– Year-to-DateThe latest unaudited statement should be no more than 3 months old. These statements should include the trailing 12 months. Statements audited by a CPA/IPA should be no more than 6 months old.1. Balance Sheet
2. Schedule and Aging of Accounts Receivable
3. Schedule of Notes Receivable
4. Schedule and Aging of Accounts Payable
5. Schedule of Notes and Mortgages Payable
6. Schedule of Legal Proceedings
7. Income and Expense Statement
8. HUD-91126-ORCF, Financial Statement Certification
 | [ ] [ ] [ ] [ ] [ ]  | [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]  |
|  | Financial Statements for Operation – FY 20XXFill in the Year. Business entities must submit this exhibit for the lesser of the last 3 years or the length of existence. Audited financial statements are preferred but owner-prepared statements will be accepted. All financial statements, audited and owner-prepared, will need to be certified by the entity with signature authority for that financial statement.1. Balance Sheet
2. Income and Expense Statement
3. HUD-91126-ORCF, Financial Statement Certification
 | [ ]  | [ ] [ ] [ ]  |
|  | Financial Statements for Operation – FY 20XXFill in the Year. Business entities must submit this exhibit for the lesser of the last 3 years or the length of existence. Audited financial statements are preferred but owner-prepared statements will be accepted. All financial statements, audited and owner-prepared, will need to be certified by the entity with signature authority for that financial statement.1. Balance Sheet
2. Income and Expense Statement
3. HUD-91126-ORCF, Financial Statement Certification
 | [ ]  | [ ] [ ] [ ]  |
|  | Financial Statements for Operation – FY 20XXFill in the Year. Business entities must submit this exhibit for the lesser of the last 3 years or the length of existence. Audited financial statements are preferred but owner-prepared statements will be accepted. All financial statements, audited and owner-prepared, will need to be certified by the entity with signature authority for that financial statement.1. Balance Sheet
2. Income and Expense Statement
3. HUD-91126-ORCF, Financial Statement Certification
 | [ ]  | [ ] [ ] [ ]  |
|  | Census history, by month and payment source1. Year-to-date
2. FY 20XX
3. FY 20XX
4. FY 20XX
 | [ ] [ ] [ ]  | [ ] [ ] [ ] [ ]  |
|  | Reimbursement1. Resource Utilization Group (RUG) census data for last 12-months, including HUD Certification and Warning.

Certification and Warning must be signed and dated by the borrower/operator (applicable to SNF only).1. Evidence of Medicaid Rate
2. State’s computation of capital reimbursement based on old allowable interest expense and old amortization of loan costs vs. new allowable interest expense and new amortization of loan costs.
 | [ ] [ ] [ ]  | [ ] [ ] [ ]  |
|  | Rent rolls, last 3 months, including HUD certification and warning Certification and Warning must be signed and dated by the borrower/operator (applicable to ALF/B&C only). Rent roll data should include room number, room type (studio, one bedroom, etc.), occupancy status (occupied/unoccupied), and rental rate. | [ ]  | [ ]  |
|  | State licensing inspection reports for last 3-years/last 3 inspections (including complaint surveys) | [ ]  | [ ]  |
|  | Facility Administrator1. Resume
2. License
 | [ ]  | [ ] [ ]  |
|  | Example of Resident Care and/or Rental Agreement(s) for the facility | [ ]  | [ ]  |
|  | Provider Agreement(s) for the facility | [ ]  | [ ]  |
|  | Risk Management Program (Current or Proposed)The lender must explain the risk management program that will be in place at closing (or prior to occupancy for projects that are not currently occupied).  This program may be internal or may be administrated by a third party.  In situations of elevated risk ORCF may require a Third-Party Risk Management Program.   |  | [ ]  |
|  | Intentionally Omitted |  |  |
|  | Intentionally Omitted |  |  |
| **Section 10: Professional Liability Insurance (PLI)** |
|  | Information on the PLI provider: A. Name of insurance carrierB. Evidence of insurance company(s) rating ***(Print-out from AM Best Rating or other)*** | [ ] [ ]  | [ ] [ ]  |
|  | Limits of coverage, including deductibles, and list of facilities (including bed counts) included under this coverage. | [ ]  | [ ]  |
|  | State licensing surveys for the last three years of all individual facilities of the operator (if the operator has less than five facilities) **OR**If the operator has 5 or more facilities, complete copies of state licensing surveys for all facilities with serious unresolved deficiencies (deficiencies where there are actual harm to residents commonly referred to as “G” or higher level deficiencies) if the deficiency has not been removed within a one month period.If any facility has recent (within the last 2 years) resolved “G” or higher citations/deficiencies, submit the inspection report. Please provide a narrative discussion regarding the topic, the risk and how it will be mitigated. | [ ] [ ] [ ]  | [ ] [ ] [ ]  |
|  | Loss History. The operator or its parent operator must submit a 6-year loss history of professional liability claims filed against it for all facilities controlled by the operator or parent operator. The 6-year loss history should be provided in annual summary form (prepared by the insurance company or third-party administrator). See 4232,1, Section II, Production, Appendix 14.1 VII for guidance on loss history format. |  | [ ]  |
|  | Evidence of current PLI cost | [ ]  | [ ]  |
|  | A. Recent Actuarial studyB. Financial Statements for any captive insurance companyActuarial study required if the entity utilizes self-insurance. If the entity utilizes commercial (third-party) PLI, submit an actuarial study only if one has been previously completed. Note: This information is considered proprietary and is exempt from Freedom of Information Act requests. Please see 4232.1, Section II, Production, Appendix 14.1 III B and IV B for PLI self-insurance guidance. | [ ] [ ]  | [ ] [ ]  |
|  | Intentionally Omitted |  |  |
| **Section 11: Additional Funding Sources – Intentionally Omitted**  |
| **Section 12: Accounts Receivable (AR) Financing Documents** [ ]  |
| *These exhibits are applicable when the project’s accounts receivable are financed.*  |
| **12-1.** | AR Loan Note and all amendments | [ ]  | [ ]  |
| **12-2.** | HUD-92323-ORCF, Operator Security Agreement | [ ]  | [ ]  |
| **12-3.** | All UCC-1 Filings and UCC Searches | [ ]  | [ ]  |
| **12-4.** | Guarantees  | [ ]  | [ ]  |
| **12-5.** | List of all FHA-insured facilities on the AR financing line, including property name, borrower name, location (city/state), and FHA number. | [ ]  | [ ]  |
| **12-6.** | AR Cash Flow of Funds DiagramFor final approval, cash flow charts must clearly detail all appropriate account numbers and directional arrows indicating the proper flow of funds | [ ]  | [ ]  |
| **12-7.** | HUD-92322-ORCF, Intercreditor Agreement  | [ ]  | [ ]  |
| **12-8.** | AR Lender Deposit Account Instructions and Service Agreements (DAISA), Deposit Account Control Agreements (DACA) or Blocked Account Agreements, or equivalent control agreement(s) | [ ]  | [ ]  |
| **12-9.** | HUD-90020-ORCF, Accounts Receivable Financing Certification  | [ ]  | [ ]  |
| **12-10.** | Security Agreement with AR Lender and Amendments | [ ]  | [ ]  |
| **Section 13: Intentionally Omitted**  |
| **Section 14: Intentionally Omitted**   |
| **Section 15: Intentionally Omitted**   |