

CHAPTER I – DOING BUSINESS WITH THE OFFICE OF LOAN GUARANTEE

SUBSECTION C. LENDER APPLICANTS; TYPE OF PROGRAM APPROVALS; PARTICIPATION OPTIONS AND REQUIREMENTS

1. Types of Program Approvals
 - a. Statutory Approval
 - b. Secretarial Approval
2. Participation Options
 - a. Non-DG Lender
 - b. DG Lender
 - c. Servicer
3. Program Ineligibility
4. Standard Requirements
 - a. Lender Applicant, Non-DG and DG Lender Name
 - b. Business Licenses or Registration
 - c. Unique Entity Identifier (UEI)
 - d. Business Formation
 - e. Office Facilities
 - f. Personnel Requirements
 - i. Corporate Officers
 - ii. Officers in Charge
 - iii. Employees
 - iv. Personnel Licenses
 - v. Personnel Compensation
 - vi. Dual Employment
 - vii. Conflicts of Interest
 - viii. SAFE Act Compliance
 - ix. Restricted Participation
 - g. Quality Control Plan
5. Supplemental Requirements: **Statutory Approval - Non-Direct Guarantee Lender Application**
 - a. Evidence of Statutory Approval
 - b. Documentation
 - c. Additional Information/Documentation Requested by Sponsor
6. Supplemental Requirements: **Secretarial Approval - Non-Direct Guarantee Lender Application**
 - a. Institutional Creditworthiness
 - b. Individual Creditworthiness
 - c. Financial Requirements
7. Supplemental Requirements: **Statutory and Secretarial Approval, Direct Guarantee Lender Application**
 - a. Evidence of Statutory Approval

- b. Letter of Good Standing
 - c. Financial Requirements
 - d. Funding Program
 - e. Proposed Direct Guarantee Underwriter
 - f. Previously ONAP-approved Section 184 Direct Guarantee Underwriter
 - g. HUD approval of the selection of the DG Test Case Underwriter(s)/DG Underwriter Previously Approved by ONAP
8. Sponsorship Process and Responsibilities of the Sponsor and Sponsored Entity
- a. Definition
 - b. Standard
 - c. Documentation
 - d. Initiating the Sponsorship Relationship
 - i. Lender Applicant Seeking Non-DG Lender Status; no prior ONAP approval
 - ii. Non-DG and DG Lenders with current ONAP Approval
 - e. Application Process; HUD Review and Determination
 - f. Responsibilities of Sponsor and Sponsored Entities
 - g. Application Process; HUD Review and Determination
 - h. Responsibilities of Sponsor and Sponsored Entity
 - i. Annual Documentation Submission from Sponsored Entity to Sponsor
 - j. Sponsors' Annual Recertification to ONAP
9. Application Process; HUD Review and Determinations
- a. Lender Applicant Seeking Non-DG Lender Status
 - i. Documentation
 - ii. Submission to DG Lender
 - iii. DG Lender Review
 - iv. DG Lender Submission to ONAP and Recommendation
 - b. Direct Guarantee Lender Review of Documentation from an active ONAP approved Non-DG or DG Lender seeking to be the Sponsored Entity
 - c. Lender Applicant Seeking DG Lender Status
 - d. HUD Review and Determination
 - i. Deficient Applications
 - ii. Approval
 - iii. Denial
10. DG Lender Conditional and Final Approval
- a. Conditional DG Lender Approval
 - b. Test Case Requirements
 - c. Final DG Lender Approval
11. DG Underwriter Staffing, Registration and Reporting and Training Requirements
- a. General Requirements
 - b. Section 184 DG Underwriter Staffing
 - c. Section 184 DG Underwriter Registration

- d. Duty to Report DG Underwriter Changes
 - e. Section 184 Underwriter Training Requirements
12. Post-approval Operations
- a. Operating Requirements and Restrictions
 - b. Training
 - c. Duty to Report Changes
 - d. Mergers and Acquisitions
 - e. Payment of Operating Expenses
 - f. Prohibited Payments
 - g. Staffing
 - h. Use of Contractors
 - i. Fair Housing Notice
 - j. Advertising
 - k. Records Retention
 - l. Minimum Level of Trust Land Lending
 - m. Loan Performance Reporting Requirements
 - n. DG Lender Annual Recertification
13. Inactive Non-Direct Guarantee and Direct Guarantee Lenders
- a. Inactive DG Lenders
 - b. Inactive Non-DG Lenders
 - c. Appeals