

DISTRICT DIRECTORS REPORT

INSTRUCTIONS: To be completed between the sixth and ninth month of operation of first year; and quarterly for delinquent borrowers and those with Financial Problems. Submit one copy to the State Director.

Date of Review	Type of Review <input type="checkbox"/> Initial <input type="checkbox"/> Other	<input type="checkbox"/> Delinquency	State	County
Name of Borrower			Case Number	
Address			Type of Facility	
Date Loan Closed	Date Placed in Operation		Amount of Assistance	Loan \$ Grant \$

<u>I Recreation or Grazing Association Borrowers</u>	<u>III Health Care Borrowers</u>
<u>Planned</u> <u>Actual</u>	<u>Budget</u> <u>Actual</u>
1. No. of Members _____	1. No. of Beds _____
_____	2. Patient Days of Care _____
_____	3. % occupancy rate-YTD _____
_____	4. No. of out patient visits _____
_____	_____
<u>II Water and/or Sewer Borrowers</u>	<u>IV All Borrowers - Fiscal</u>
1. No. users required at loan closing _____	<u>Yes</u> <u>No</u> <u>Amount</u>
2. Actual users at start of operations _____	1. Revenue Account established _____
3. No. users added _____	2. Debt Service Account established _____
4. No users lost _____	3. O & M Account established _____
5. No. users at review date (2+3-4) _____	4. Reserve Account established _____
6. No. users on waiting list _____	5. Do Accounting records appear adequate _____
7. No. users delinquent _____	6. Are Quarterly Management reports timely submitted _____
8. Dollar amount Delinquent \$ _____	7. If Audit is required, has Auditor been selected _____
9. Quantity of water purchased _____	_____
10. Quantity of water sold _____	_____
11. Quantity of waste treated _____	_____
_____	Explain all "No's" in Section VI

<u>V Management Data</u>	<u>Yes</u>	<u>No</u>
1. Do you consider the facility to be properly managed and maintained?	_____	_____
2. Are rules, regulations and by laws enforced by governing body?	_____	_____
3. If comments were made in previous audits concerning operation changes or adjustments, have these been made?	_____	_____
4. Does the Governing body hold regular meetings?	_____	_____
5. Does insurance coverage appear adequate?	_____	_____

Explain all "No's" in Section VI

VI Problems and Recommended Solutions

Also explain all "No's" from sections IV and V and reasons for Reserve and Debt Account Balances which are not current.

VII Delinquent Borrowers

Include comments as to reasons for delinquency and actions which have been and are to be taken by the governing body and Agency to bring the organization's account current.