

# NFMA Operating Data Guidelines

## Single Family Housing Bonds

The following template derives from *NFMA Recommended Guidelines on Operating Data*. This constitutes a capsule summary of the operating data and utilization statistics set forth in the *NFMA Recommended Best Practices in Disclosure for Housing Revenue Bond Issues*. To obtain complete guidelines on disclosure information, issuers and obligors are encouraged to consult sector specific *NFMA Recommended Best Practices in Disclosure Guidelines*.

This summary is being provided in to enable issuers, investment bankers, bond attorneys, financial advisors and consultants to more easily assemble operating data and utilization statistics to be included in official statements, annual reports filed pursuant to Rule 15c2-12 or in quarterly disclosure reports. Although considerable care has been taken to identify relevant information, this template is being provided in digital form to enable issuers and their agents to adapt it to their specific informational needs wherever modifications are deemed necessary and appropriate

[Link to NFMA Recommended Best Practices documents](#)

<b>Single Family Housing Bonds</b>					
<b>Part 1: Operating Data</b>					
Issuer Name					
Financial Officer Contact					
Telephone No. ( )					
Fiscal Year End					
Website URL (if available) http://www.					
Profile of Loan Portfolio					
	Series ____	Series ____	Series ____	Series ____	Series ____
<b>Additional Contact Data</b>					
Bond Trustee					
Loan Servicer					
Program administrator					
Lead underwriter or structuring agent					
Financial advisor					
Auditor					
Liquidity facility provider					
Swap provider					
<b>Loan Acquisition Account</b>					
Total lendable funds at issuance					
Loans originated					
Number of loans					
Dollar amount					
Loans outstanding					
Number of loans					
Dollar amount					
Uncommitted lendable funds					
Total amount of prepayments to date					
End of origination period					
<b>Loan Characteristics</b>					
Average purchase price					
Average original loan amount					
%single family detached					
%condo/townhouse					
%mobile home					
%other					
%new construction					
%existing					
<b>Mortgage Information (as of )</b>					
Wgt Avg Mortgage (if available)					
Type(s) of Mortgage(s)					
<b>Delinquency Statistics</b>					
(as of / / )	Series **	\$ Amt	%	No. of Loans	%
30 Days					
60 Days					
90 Days					
Foreclosure					
RFO					
Losses/gains on REO					
* Please include an electronic version of the list of GNMA/FNMA/Freddie Mac pool numbers and original pool amounts -if applicable					
** If bonds are issued under an open indenture consolidated data may be provided. Otherwise, if individual Series data is available or if each Series is separately secured, please provide statistics for each Series using additional attachments.					

<b>Single Family Housing Bonds</b>					
<b>Part 2: Supplemental Financial Information</b>					
<b>Series Bond Data</b>	Series ____	Series ____	Series ____	Series ____	Series ____
<b><u>Credit Enhancement</u></b>					
Municipal Bond Insurance					
GNMA Guaranty/FNMA/Other					
<b><u>Pool Insurance</u></b>					
Provider					
Original amount of coverage (\$ Amt)					
Claims paid to date					
Number of loans					
Dollar amount					
Remaining coverage (\$ Amt)					
<b><u>Primary Mortgage Insurance</u></b>					
Private LTV Ratio ____%					
% FHA					
% VA					
% RECD					
% Self insured					
% Uninsured					
Total					
<b><u>Redemption Data</u></b>					
Cross callable (yes or no)					
Pro Rata Method (yes or no)					
Inverse Order Method (yes or no)					
Recycling practice (yes or no)					
Redemption lockouts (yes or no)					
10 Yr Rule (Provide table if available)					
Universal Cap Impact					
<b><u>Call History</u></b>					
Maturity(s) Called					
Call Date					
Call Amount					
Call Method					
<b><u>Source of Funds</u></b>					
Unoriginated Proceeds					
Prepayments					
Surplus Funds					
Other Funds					
<b><u>Investment Information</u></b>					
Fund Name					
GIC provider					
GIC maturity					
GIC rate					
Balance (as of __/__/__)					
<p>Please provide an electronic version of the HFA's annual audited financial statements (including detailed financial information on each resolution or program).</p> <p>Please include separate worksheets for each Series or Indenture, as necessary</p> <p>Please include an electronic version of the ten-year rule table if not provided in original disclosure</p> <p>Please include an electronic version of the updated average life table indicating frequency of redemptions and actual origination dates.</p>					