



LOAN APPLICATION

PART I: CONTACT AND BASIC PROJECT INFORMATION

Applicant		Consultant	
Address:		Address:	
Contact:		Contact:	
Phone:		Phone:	
FAX:		FAX:	
Email:		Email:	

Legal Status	<input type="checkbox"/> CHDO	<input type="checkbox"/> Limited Partnership with non-profit general partner
	<input type="checkbox"/> Nonprofit Corporation	<input type="checkbox"/> Other: _____
	<input type="checkbox"/> Housing or Tribal Authority	

Project Name			
Project Address (Street Address or Cross Sts)		Brief Description of Project	
City/County in which project is located		Congressional District	
Census Tract		Legislative District	

Type of Loan	<input type="checkbox"/> Phase I Predevelopment Loan	<input type="checkbox"/> Construction
	<input type="checkbox"/> Phase II Predevelopment Loan	<input type="checkbox"/> Line of Credit (Working Capital or Acquisition)
	<input type="checkbox"/> Acquisition	<input type="checkbox"/> Commercial TI Loan
Term of Loan Requested:		
Amount of Impact Capital Funds Requested: \$		
Required Funding Date:		

PART II: THE ORGANIZATION

Note

If the organization has previous borrowing experience with Impact Capital or LISC, you only need to submit updated information.

1. Organization Description

Date Founded: _____

Attach:

- Articles of Incorporation
- Bylaws
- IRS 501(c)(3) determination letter (if applicable)

Briefly describe the programs your organization currently operates, indicating any recent changes or changes anticipated in the near future.

2. Primary Mission/Activity

- Housing Human Services Economic Development Arts/Cultural

Attach: Most recent annual report, agency brochure, or other promotional materials.

3. Housing Development Experience – Attach a list of ALL projects developed by the applicant including:

Project Name	Location	Number of Units	Date completed	Total Development Costs	Project Manager/ Consultant	Sources of Financing
<i>On separate page</i>						

4. Housing Development Pipeline – Attach a list of ALL projects under consideration for development including:

Project Name	Location	Number of Units	Status of Development (estimated completion date)	Total Development Costs	Project Manager/ Consultant	Sources of Financing
<i>On separate page</i>						

5. Organization Staff and Board – Attach:

- Current List of Board Members and professional affiliations
- List of key staff for the proposed project and summarize their experience and skills
- Consultant Agreement, if applicable
- Organizational Chart (if available) or list of full-time staff employed by project proponent and the general functional areas in which they work

6. Financial Statements – Attach:

- Audited Financial Statements, including Management Letter and Response, from previous three years along with current interim year to date financial statements; Unaudited financial statements may be accepted. If Financial Statements compile Parent financials with related entities financials, Impact Capital will require that the Parent Financials be broken out and provided separately.

PART III: THE PROJECT

1. Project Description

- a. Total # of units _____ Total # of beds _____
- b. Square footage Residential _____ Non-residential _____
- c. Ownership Rental Other (describe) _____
- d. Senior Family Transitional Special Needs
 Housing for People with AIDS Other (describe) _____
- e. Acquisition New Construction Acquisition/Rehab

2. Resident Population (current or targeted)

- a. Number of units for Very Low Income (0-50% AMI) _____
 Number of units for Low Income (51-80% AMI) _____
 Number of units unrestricted/market _____
 Other resident population characteristics: _____
- b. Will Resident Services be provided? If so, provide a brief description of the services and providers.
- c. Are affordability levels pursuant to an anticipated use restriction? Yes No
- d. If yes, please list agency(ies) requiring affordability covenants and terms:

3. Project Team (Attach resumes. Please include project staff, architect, contractor, legal, development/financial consultant, property management firm)

Name	Title	Duties

4. Status of Development (please attach status of each)

- a. Site Control (attach draft or executed site control agreement)
- b. Planning Approvals
- c. Attach a Development Timeline and List of Tasks
- d. Evidence of consistency with Consolidated Plan or other local policies (photocopied portions or quotes)
- e. Map of site (optional)
- f. Appraisal if available

PART IV: PROJECT FINANCING

1. Sources and Uses of Project Funded by Impact Capital (e.g., Predevelopment, Acquisition, or Bridge loan budgets; please be sure that sources and uses match)

Sources:	
	\$
	\$
	\$
Total	\$
Uses:	
	\$
	\$
	\$
Total	\$

2. Proposed Total Development Financing:

	Amount	Source	Lien Position	Status
Acquisition				
Total				
Construction				
Total				
Permanent				
Total				

Attach:

- a) Award or commitment letters for all financing secured to date;
- b) Phase 1 Predevelopment Budget (Use Impact Capital’s Phase 1 Loan Predevelopment Budget); and
- c) Impact Capital Budget Forms – use all applicable forms, including Project Schedule (the Excel forms are the same format as the Housing Trust Fund budgets).

3. Collateral/Security:

- Real Property
 - a. Address/Description: _____
 - b. Estimated Value: \$ _____
 - c. Appraised Yes No Date of Appraisal _____

Other (describe): _____

Title Report. If no Title Report, then please identify any known encumbrances on the Property.

4. Source of Repayment:

- Take out by other lender (specify):
 - Committed? Yes No

- Take out by other grant (specify):
 - Committed? Yes No

Fundraising campaign (please describe):

Other (please describe):

PART IV: DISCLOSURES AND CERTIFICATION

1. Is the applicant involved in or threatened with bankruptcy, a lawsuit or litigation?

Yes No

If Yes, please describe on a separate sheet of paper

2. Has the applicant ever been in default on a loan?

Yes No

If Yes, please describe on a separate sheet of paper

Applicant certifies under penalty of perjury that the information contained herein is true and correct:

Authorizing Signature: _____

ATTACHMENTS CHECKLIST

Part II. The Organization

- Articles of Incorporation
- Bylaws of Organization
- IRS 501(c)(3) Determination Letter
- Current List of Board Members
- Audited Financial Statements, including Management Letter and Response, from previous three years along with current interim year to date financial statements; Unaudited financial statements may be accepted. If Financial Statements compile Parent financials with related entities financials, Impact Capital will require that the Parent Financials be broken out and provided separately.
- Agency brochures/annual reports
- Organizational Chart (if available)
- List of key staff for the proposed project and summarize their experience and skills

Part III. The Project (and Part III-A. The Collateral, if applicable)

- Resumes of key personnel and/or consultants
- Site Control (attaches draft or executed site control agreement)
- Planning Approvals
- Attach a Development Timeline and List of Tasks (Use Impact Capital Excel form)
- Evidence of consistency with Consolidated Plan or other local policies (photocopied portions or quotes)
- Map of site (optional)
- Appraisal if available
- Title Report if available

Part IV. Project Financing (Impact Capital budget forms are located on the Impact Capital Website)

- Award or commitment letters for all financing secured to date
- Phase 1 Predevelopment Budget (Use Impact Capital's Phase 1 Loan Predevelopment Budget)
- Impact Capital Budget Forms – use all applicable forms, including Project Schedule (the Excel forms are the same format as the Housing Trust Fund budgets)