

Date:

## The Genesis Fund

### LOAN APPLICATION

Thank you for your interest in a Genesis Fund loan. To expedite the lending process, please be sure that all relevant attachments identified in Part IV are included with this application. Send all documents to our office along with an application fee\* of \$100.

#### Part I. Organization

Project Developer (legal name of entity):

Address:

Contact Person, Title:

Phone:  Email:

Fax:  Website:

Fiscal Year End:  Org Type:

#### Please provide narrative responses to the following questions in an attached Word document.

1. How would you best describe the organization or business? Please include: year of inception, origins, mission statement, major activities, market served, clients served, staffing, affiliations, and accomplishments.

2. How would you describe the financial status of the organization? Please note any particular financial challenges or opportunities for the organization.

#### Part II. Project Information

BORROWER (legal name of entity borrowing funds):

Relationship of Borrower to Project Developer:

Fiscal Year End:  Org Type:

Project Name:

Project Address (full street address):

City, State, Zip, County:

1. Describe the proposed project. Please include information on the need for the proposed housing/community facility, the type of housing/community facility being developed, services to be offered in conjunction with project, and information on intended beneficiaries. For housing projects, please be sure to include the number of units and income targeting.

2. Do you/will you have a market study for this project?  YES  NO

3. Does this project have all permits and approvals?  YES  NO

If not, when and what approvals are needed?

\*At loan closing, the application fee will be applied as a credit toward the loan origination fee.

4. Have environmental assessments been done for this project?  YES  NO  
If yes, please describe.

If not, will there be assessments?  YES  NO

5. For housing projects, please indicate how the project will remain affordable to lower-income people on a long-term basis.

**PLEASE NOTE:** As a requirement of loan closing you will be asked to report on the following social outcomes relating to the project: target population, target income, building metrics (square footage, # of units), and job metrics (non-construction FTEs and constructions FTEs created as a result of the loan). We will provide a document asking for these outcomes in advance of loan closing.

### Part III. Financing

1. Amount of loan requested from the Genesis Fund:

2. What type of loan?

- Bridge  Line of Credit  
 Construction  Permanent

3. What will the loan be used for?

- Acquisition  Equipment Purchase  Other - explain:  
 Rehab/Preservation  Leasehold Improvement   
 New Construction  Permanent  
 Working Capital  Predevelopment Activities

4. What terms do you propose for the loan?

Length of loan:

- Interest Only  Partially Amortizing  Fully Amortizing

5. How do you plan to repay the loan?

- Rents/Cash Flow                       Sale of Units                       Closing on Permanent Financing  
 Fundraising                               Refinancing

6. What will you offer as collateral for the loan?

- Real Estate                               Assignment of Contract                       Other - explain:  
 Guaranty
- 

7. What is the value of any proposed real estate to be offered as collateral?

What is the source and date of the estimated value?

8. Has/will an appraisal be completed for the project? If so, when?

9. When do you anticipate needing the loan?

**Part IV. Attachments Included**

**Organizational Documents**

- Articles of incorporation, bylaws, IRS determination letter
- Two (2) years of audited financial statements
- Current year-to-date internal financial statements
- Current list of board members including affiliations
- Biographies/resumes for key staff members

**Project Information**

- Executed Purchase & Sale Agreement/Option or other site control documents
- Site information including results of environmental assessments
- Project proformas (including development budget, sources & uses, and operating projections)
- Existing funding commitments
- Appraisal
- Plans and drawings
- Site plan
- Market Study
- Service Contracts/MOUs
- Evidence of planning board and other approvals
- Project timeline including acquisition, site assessment, expected commitments of funding and financing, construction, permanent loan closing, and occupancy

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Loan Name: