



Rural Development  
Finance Corporation  
GROWING COMMUNITIES

## Community Capital Loan Application

1. Total Project Amount: \_\_\_\_\_  
RDFC Community Capital Loan Amt: \_\_\_\_\_ (≤50% of the total project cost)  
Proposed RDFC Loan Term Length in Years: \_\_\_\_\_ (up to 10 years)
2. Applicant: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Contact Name: \_\_\_\_\_  
Contact Work Phone #: \_\_\_\_\_ Cell #: \_\_\_\_\_  
Contact Email: \_\_\_\_\_  
Federal I.D. Number: \_\_\_\_\_
3. Project Title: \_\_\_\_\_  
Project physical address: \_\_\_\_\_  
Projected Start Date: \_\_\_\_\_ Projected Completion Date: \_\_\_\_\_  
Loan Recipient Business/Entity Name: \_\_\_\_\_  
Business Type: (retail-service-manufacturing etc.) \_\_\_\_\_
4. Business Structure of applicant (i.e., municipality, development corporation, etc.):  
\_\_\_\_\_
5. How is your entity governed?
6. Current number of Employees: \_\_\_\_ FT\* \_\_\_\_ PT \*32 hours per week; do not include owners  
Projected Employees in 1 year: \_\_\_\_ FT\* \_\_\_\_ PT \*32 hours per week; do not include owners
7. Summary Description of Project (include how the funds will be used, why this project is needed and any community impacts; attach additional pages, if needed):
8. Describe any new products/services that will be provided.

9. Sources of Project Funding (must equal total project amount)

a) <u>Owner's equity (i.e. land, building, cash)</u>	\$	_____
b) _____	\$	_____
c) _____	\$	_____
d) _____	\$	_____
e) _____	\$	_____
f) _____	\$	_____
Total Sources	\$	_____

10. Uses of Project Funding:

a) _____	\$	_____
b) _____	\$	_____
c) _____	\$	_____
d) _____	\$	_____
e) _____	\$	_____
f) _____	\$	_____
Total Uses	\$	_____

11. What revenue source will be used to repay the funds? (i.e., sales tax, city tax, revenue from operations, etc.) \_\_\_\_\_

12. How is your entity funded? \_\_\_\_\_

13. Is the applicant served by an electric or broadband cooperative? (Not a requirement but may lead to a higher prioritization.)

Yes (please specify) \_\_\_\_\_  
No

14. RDFC has a finite pool of funds that is intended to provide incentivized financing to rural businesses that otherwise may not be able to launch or expand. In times where funding is limited, the answers to the following questions will help the board prioritize funding:

- Have you applied to a financial institution and either been informed the institution cannot fully finance the needs of your project or found that your project cannot cashflow with traditional financing?      Yes      No
- If yes, please explain:

- c. If so, have you sought other funding resources, other than RDFC, to fill that gap?      Yes      No
- d. If yes, please list resources contacted and result of contact:

The undersigned attests all applicant information is true to the best of their knowledge and hereby agrees to submit a project summary in writing to RDFC 3 months after project completion and upon notice of loan approval agrees to sign and have a loan document with a repayment schedule and promissory note as provided with the lead/master note and as approved by RDFC.

Applicant - Authorized Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Checklist of Enclosures or Attachments:**

- \_\_\_\_ Copy of Complete Application
- \_\_\_\_ Letter of Commitment from other loan participants and verification of other funding sources
- \_\_\_\_ Financial Statements: current and past 2 years of income and expense statements plus balance sheets and information on the annual source(s) of revenue
- \_\_\_\_ Resolution or minutes by board to enter into a loan with RDFC

\*\*\*NOTE: Upon Loan Approval – it must close within 180 days or the offer will expire.\*\*\*

Email completed applications to: [RDFC@ndarec.com](mailto:RDFC@ndarec.com)

Contact: Ellen Huber  
Executive Director  
Office Phone (701) 667-6444  
Email: [ehuber@ndarec.com](mailto:ehuber@ndarec.com)