



UMF Space Enhancement Loan Application

Please note the application must be completed in its entirety, including supporting documentation and any pertinent explanations of data, before it will be considered for processing.

Application Date: _____

Institution Name

Institution Legal/Corporate Name

Address

GCFA Number (if applicable)

City, State, Zip Code

Institution Phone Number

District

County

Pastor/President/CEO

Contact Name for Loan Purposes

Contact Phone Number

Contact Email

Chair, Finance Committee

Treasurer

Two representatives who will sign loan documents on behalf of the institution (if other than Finance Chair and Treasurer):

Representative One Name & Title

Representative Two Name & Title

General Questions:

Is your institution new; i.e. new church start?

Is your institution Chartered?

If yes, year chartered: _____

Is your institution incorporated?

Is the church current with its apportionment payments?

If no, please attach a letter explaining the reason and the plans/steps to get back to 100%.

Are you working with Wesley Community Development?

Are you working ImagineHub or Transformation Journey?

Please tell us about your church property:

<u>Building/Facility</u>	<u>Yes/No</u>	<u>Age</u>	<u>Capacity</u>	<u>Sq Footage</u>	<u>Exterior*</u>
Sanctuary					
Auditorium					
Fellowship Hall					
Education Building					
Other					

Please tell us about your financing needs of the space enhancement project:

What is the loan amount you are requesting? \$ _____
(between \$5,000 - \$15,000, limited to 80% of total project costs)

Internal/Office Use Only

What is the total project cost? \$ _____

80% Max:

Loan Max:

What date do you anticipate needing the money? _____

Eligible Loan Amt:

What is this loan amount based on?

_____ Equipment purchase price (please include quotes)

_____ Actual renovation/capital improvement quotes (please include quotes)

_____ Combination of above factors (include all requisite quotes and paperwork)

Provide a description of the project and ministries it will serve (attach separate sheet(s) if needed):

Provide a financial/cost breakdown of the project (as detailed as possible) with any projected savings (utility costs for upgraded HVAC, for example) or new income generated (attach separate sheet(s) if needed):

Please tell us about the resources you have for the project:

Cash on hand (that is dedicated to the project): \$ _____

Donations from District or Conference (anticipated): \$ _____

Grants (anticipated): \$ _____

Amount already paid on project: \$ _____

Other: _____ \$ _____

Total Capital Campaign Pledges/Receipts: \$ _____

Total anticipated resources: \$ _____

Do you plan to conduct a Capital Campaign to help pay for this project?

If yes, please provide applicable details:

Debt: Does your institution have any debt (e.g. mortgage loans, credit lines, unsecured notes, etc.)?

If yes, please provide details if not already disclosed on the financial statements.

Please include the following financial information as attachments:

Financial Statements for the past two years (required) or past three years (preferable)

1. Balance Sheet (year to date)
2. Income and Expense Statement (year to date)
3. Year-End Financial Statements for each of the previous two/three years

Consent of the Senior Pastor and Finance Chair

The undersigned individuals, as Senior Pastor (Executive Pastor, Executive Director, etc.) appointed to _____ United Methodist Church of _____ and as Finance Committee Chair for said church, certify that we have examined the forgoing application and consent and recommend that a loan of \$ _____ with an amortization period not to exceed 5 years be granted.

Date: _____

Signed: _____
Senior Pastor/President/CEO/Executive Director

Type or Print Name

Date: _____

Signed: _____
Chair, Finance Committee

Type or Print Name

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