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:

***** *Type of exterior (wood, brick, metal, stone, vinyl, etc.)*

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

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

****** Note, loan amount also limited to the lower of 20% of church property value or 20% of annual revenue*

******What is the loan amount you are requesting? $_____
(between $5,000 - $25,000, limited to 80% of total project costs*)***

What is the total project cost? $_____

What date do you anticipate needing the money? _____

Internal/Office Use Only

80% Max: $ 0

Loan Max: $ 0

Lesser of above: $ 0

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:	$ 0.00

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

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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

Notes & Additional Information:

Finalized application and supporting documentation should be emailed to bcrossley@umfwnc.org or mailed to the Foundation office.

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