

REVOLVING LOAN FUND PROGRAM APPLICATION

The purpose of the Revolving Loan Fund (RLF) is to support business activities for which credit is not otherwise available on terms and conditions which would permit completion and/or successful operation or accomplishment of the project.

All Revolving Loan Funds are funded at \$5,000.00 an interest rate of five percent over a five year term. The borrower must be the user of the loan proceeds. Loans must be used for a start-up or an expansion of existing business and must lead to the creating or retention of jobs. Principals and businesses must be credit-worthy and generate sufficient cash flow to repay the debt.

**\*ALL QUESTIONS SHOULD BE ANSWERED\***

1. Applicant Name: \_\_\_\_\_
2. Business Name: \_\_\_\_\_
3. Is Application Made in Business or Individual's Name: \_\_\_\_\_
3. Date: \_\_\_\_\_
3. Address \_\_\_\_\_
4. Phone/Fax: \_\_\_\_\_
5. Email Address: \_\_\_\_\_
6. FEIN or SSN: \_\_\_\_\_
7. Were you (the applicant) ever convicted of a felony? \_\_\_\_ If yes, would you care to explain:  
\_\_\_\_\_  
\_\_\_\_\_
8. Type of Business. If applicant is a corporation, identify all officers, directors, and principal shareholders, giving complete names and addresses for each:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
9. If applicant is a partnership, give complete name and address of each partner:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
10. Date business established: \_\_\_\_\_

Principals of the business must provide personal guarantees. Business must be located in the City of Shellman.

REVOLVING LOAN FUND PROGRAM APPLICATION  
INFORMATION ABOUT YOUR BUSINESS

A. Proposed product(s) or services: \_\_\_\_\_  
Product(s) type: \_\_\_\_\_

B. Type of Business \_\_\_\_\_ Sales \_\_\_\_\_ Service \_\_\_\_\_ Manufacturing \_\_\_\_\_  
Contract \_\_\_\_\_ Subcontract \_\_\_\_\_

C. Ownership Arrangement

\_\_\_\_\_ Sole Proprietorship  
\_\_\_\_\_ Partnership/ (Type): \_\_\_\_\_  
\_\_\_\_\_ Corporation (Type): \_\_\_\_\_

D. Description of Product(s) or Service(s):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

E. Describe your market area (city, county, state, etc.):

\_\_\_\_\_  
\_\_\_\_\_

F. Assess the demand for your product or service:

\_\_\_\_\_  
\_\_\_\_\_

G. Describe your pricing philosophy and policies:

\_\_\_\_\_  
\_\_\_\_\_

H. Describe staffing. How many employees do/will you have?

\_\_\_\_\_  
\_\_\_\_\_

I. Insurance. Do you have business owner's insurance? If so, what limits do you carry?

\_\_\_\_\_  
\_\_\_\_\_

J. Legal and other consultants. Do you have a lawyer or other business consultants? If so, please list.

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K. Who will do your bookkeeping?

L. Do you have derogatory credit history? If so, please give a brief explanation.

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M. Proposed Source of Collateral: you have derogatory credit history? If so, please give a brief explanation.

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Please include copies of any documents evidencing ownership of the collateral.

N. What is the purpose of the loan funds?

O. What is the projected community benefit?

P. Please include a copy of all business licenses and certifications,

Q. Please complete the Small Business Administration's Personal Financial Statement Form included with this application for all business owners with 20% or more ownership.

R. For existing businesses, please complete the current quarter balance sheet and profit loss statements include with this application.

S.

T. Please include a copy of your business's articles of incorporation or partnership agreement and a resolution of the Board of Directors of a corporation agreeing to apply for the loan.

U. GENERAL INFORMATION

Is this: (1) A New Venture? Yes: \_\_\_\_\_ No: \_\_\_\_\_

(2) An Expansion of an Existing Business? Yes: \_\_\_\_\_ No: \_\_\_\_\_

(3) Does the Project Involve Relocation? Yes: \_\_\_\_\_ No: \_\_\_\_\_

(4) (For loans to corporations) Has the Board of Directors Approved the Loan Application? Yes: \_\_\_\_\_ No: \_\_\_\_\_

I certify that the information included in this application is true and complete to the best of my knowledge. I also grant permission to the Randolph County Development Authority and/or the City of Shellman to obtain information from my bank creditors, credit bureau reporting agency or other necessary sources to research and evaluate this application.

Officer or Person Responsible for Project

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Telephone: \_\_\_\_\_

Signature of Owner or Principal Officer

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Telephone: \_\_\_\_\_

(a) The grant program will be used to support the development of small and emerging private business enterprises in rural areas.

Definition of a Small and emerging private business enterprise. Any private business which will employ 50 or fewer new employees and has less than \$1 million in projected gross revenues. (Revised 05-16-01, SPECIAL PN.)

(1) The end result of the project must finance or develop a small and emerging private business enterprise. The small business receiving assistance must meet the definition contained in § 1942.304. However, if the small and emerging private business enterprise is an eligible nonprofit entity or other tax-exempt organization located in a city, town or unincorporated area with a population of 5,000 or less and has a principal office on land of an existing or former Native American reservation, the small and emerging private business enterprise is exempt from meeting the definition contained in § 1942.304. (Added 12-20-02, SPECIAL PN.)

(a) Grant funds may be used to finance and/or develop small and emerging private business enterprises in rural areas including, but not limited to, the following:

- (1) Acquisition and development of land, easements, and rights-of-way.
- (2) Construction, conversion, enlargement, repairs or modernization of buildings, plants, machinery, equipment, access streets and roads, parking areas, utilities, and pollution control and abatement facilities.
- (3) Loans for startup operating cost and working capital.
- (4) Technical assistance for private business enterprises.
- (5) Reasonable fees and charges for professional services necessary for the planning and development of the project including packaging. Services must be provided by individuals licensed in accordance with appropriate State accreditation associations.
- (6) Refinancing of debts exclusive of interest incurred by or on behalf of an association before an application for a grant when all of the following exist:
  - (i) The debts were incurred for the facility or part thereof or service to be installed or improved with the grant, and
  - (ii) Arrangements cannot be made with the creditors to extend or modify the terms of the existing debt.

(7) Providing financial assistance to third parties through a loan.

§ 1942.306 (a) (Con.)

(8) Training, when necessary, in connection with technical assistance.

(9) Production of television programs to provide information on issues of importance to farmers and rural residents.

(10) Create, expand, and operate rural distance learning networks or rural learning programs that provide educational instruction or job training instruction related to potential employment or job advancement for adult students. (Added 05-23-94, SPECIAL PN.)

(b) Grants, except grants for television demonstration programs, may be made only when there is a reasonable prospect that they will result in development of small and emerging private business enterprises.

(c) Rural Development grant funds may be used jointly with funds furnished by the grantee or from other sources including Rural Development loan funds. Pursuant to P.L. 95-334, other departments, agencies, and executive establishments of the Federal Government may participate and provide financial and technical assistance jointly with Rural Development. The amount of participation by the other department, agency, or executive establishment shall only be limited by its authorities other than authorities which impose restrictions on joint financing.

§ 1942.307 Limitations on use of grant funds.

(a) Funds will not be used:

(1) To produce agriculture products through growing, cultivation, and harvesting either directly or through horizontally integrated livestock operations except for commercial nurseries, timber operations, or limited agricultural production related to technical assistance projects.

(2) To finance comprehensive areawide type planning. This does not preclude the use of grant funds for planning for a given project.

(3) For loans by grantees when the rates, terms, and charges for those loans are not reasonable or would be for purposes not eligible under § 1942.306 of this subpart.

(4) For programs operated by cable television systems.

(5) To fund a part of a project which is dependent on other funding unless there is a firm commitment of the other funding to ensure completion of the project.

(6) pay for technical assistance as defined in this subpart which duplicates assistance provided to implement an action plan funded by the Forest Service (FS) under the National Forest-Dependent Rural Communities Economic Diversification Act for 5 continuous years from the date of grant approval by the FS. To avoid duplicate assistance, the grantee shall coordinate with FS and Rural Business and Cooperative Development Service (RBCDS) to ascertain if a grant has been made in a substantially similar geographical or defined local area in a State for technical assistance under the above program. The grantee will provide documentation to FS and RBCDS regarding the contact with each agency. Under its program, the FS assists rural communities dependent upon national forest resources by establishing rural forestry and economic diversification action teams which prepare action plans. Action plans are intended to provide opportunities to promote economic diversification and enhance local economies dependent upon national forest resources. (Added 1011-95, PN 252.)

(b) At least 51 percent of the outstanding interest in the project has membership or is owned by those who are either citizens of the United States or reside in the United States after being legally admitted for permanent residence.

(c) (a) Civil Rights compliance requirements. All grants made under this subpart are subject to the requirements of Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, and national origin as outlined in Subpart E of Part 1901 of this chapter. In addition, the grants made under this subpart are subject to the requirements of section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of handicap, the requirements of the Age Discrimination Act of 1975, which prohibits discrimination on the basis of age, and Title III of the Americans with Disabilities Act, Pub. L. 101336, which prohibits discrimination on the basis of disability by private entities in places of public accommodations. When Agency is administering a Federal Regional Commission grant and no Agency RBE/television demonstration grant funds are involved, the

(b)