

14. Member of Denominational Body? ____ Yes _____ No

15. If yes, which one? _____

16. If yes, how is the body structured? _____

17. If yes, How much does your organization contribute directly to the denominational body annually? _____

18. Committee/person in charge of financial related decisions?

<u>Officials</u>	<u>Title</u>	<u>Yrs. In office</u>	<u>Secular Emp.</u>

19. What committees/persons are in charge of other decisions? _____

B. FINANCIAL INFORMATION

For questions 1-6, please list requested information for the last five years.

YEAR	_____	_____	_____	_____	_____
1. Operating Budget	_____	_____	_____	_____	_____
2. Actual Operating Income	_____	_____	_____	_____	_____
3. Membership Figures	_____	_____	_____	_____	_____
4. Giving Units*	_____	_____	_____	_____	_____
5. Average Worship Attendance	_____	_____	_____	_____	_____
6. Average Sunday School Attendance	_____	_____	_____	_____	_____

*Family Units or single adults

7. Breakdown of current membership

Under 18 _____

18-30 _____

30-60 _____

Over 60 _____

(Note: If your organization has a breakdown in alternate age groupings, please use that grouping instead of the one listed above)

8. Average family income of membership? _____

9. When was the last date your membership rolls were purged? _____

10. Are you past due or have been past due on any financial obligation during the last three years? If yes, please give details: _____

11. Are any members of your church going to receive loan proceeds? If yes, please give details: _____

C. PROPERTY INFORMATION

1. How many acres do you own? _____

2. What is the square footage of your facilities? _____

3. How many acres are currently occupied by your facilities? _____

4. What date did you acquire your facilities and at what cost? _____

5. Please list a description, the year completed and the construction costs of any improvements: _____

6. Has the property been appraised? _____ Yes _____ No

If yes,

Date: _____ Value \$ _____

Appraiser _____ Qualifications _____

7. Insurance Coverage: (Yes or No, Amount if yes) _____

8. Who holds title? _____

D. PROJECT INFORMATION

1. Please provide a description of the current project _____

2. Who is the architect? _____

3. What is the total cost of the project? _____

Construction _____

Soft Costs _____

Furniture/Fixtures _____

Contingency _____

Interest Carry _____

During Construction _____

Total Estimated Cost:\$ _____

4. What is the estimated length of construction? _____

5. How much cash is available for the project? _____

6. Are you/will you be involved in a special fund raising campaign for this project? _____ Yes _____ No

a. If yes, what is/was the start date? _____

b. If yes, what is the length of the campaign? _____

c. If yes, how much is pledged to date? _____

d. If yes, any pledges over \$25,000? _____

e. If yes, any pledges over \$50,000? _____

f. If yes, any pledges over \$100,000? _____

g. Did you use a professional fundraiser? _____

h. If yes, which one? _____

E. LOAN INFORMATION

1. What is the amount of the loan request? _____

2. Is Board of Trustees action necessary for this loan (attach resolution)? _____

3. Is congregation's approval necessary for this loan (attach resolution)? _____

4. Is Higher Authority necessary for this loan? _____

F. Additional Information Needed

1. Resume from Head Clergyman
2. Brief history of organization
3. Last Three years fiscal year end financial statement (income statements & balance sheet) – preferably CPA prepared.
4. Most recent interim financial statements (combined operating and restricted) with income statements and balance sheets.
5. Copy of your latest budget
6. If available, copy of architect's and contractor's contract (if applicable)
7. Operating budget projections for next three years.