



# GROW IOWA FOUNDATION

INVESTMENT | PARTNERS

## Business/Intermediary Relending Program Loan Application

1. **Sponsor:** \_\_\_\_\_  
(Local Development Corporation, County or Municipality)

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ FAX: \_\_\_\_\_

**Signature of Sponsor:** \_\_\_\_\_ Title: \_\_\_\_\_

2. **Applicant** (Name of Business): \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_ Federal ID #: \_\_\_\_\_

Phone: \_\_\_\_\_ FAX: \_\_\_\_\_ E-mail: \_\_\_\_\_

Type of Business: \_\_\_\_\_ Sole Partnership \_\_\_\_\_ Partnership \_\_\_\_\_ Corporation

I/we, the undersigned Applicant(s) understand and acknowledge that the information contained in this application is being provided by me/us for the purpose of obtaining credit from the **Grow Iowa Foundation, Inc.'s (GIF) Intermediary Relending Program**. I/we, the undersigned, further understand that GIF will be relying on the information provided herein (including the designation made as to the ownership of property) in deciding to grant credit. Each undersigned represents and warrants that the information provided is true and complete, and that GIF may consider this statement as continuing to be true and correct until a written notice of a change is given to GIF by the undersigned. GIF is authorized to make all inquiries deemed necessary to verify the accuracy of the statements made herein, and to determine my/our creditworthiness. Further, GIF is authorized to answer questions about GIF's credit experience with me/us. I/we understand that it is a criminal violation under Iowa law to engage in deception and knowingly make, or cause to be made, directly or indirectly, a false statement in writing for the purpose of procuring a loan.

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

X \_\_\_\_\_  
(Applicant)

X \_\_\_\_\_  
(Applicant)

X \_\_\_\_\_  
(Applicant)

X \_\_\_\_\_  
(Applicant)

X \_\_\_\_\_  
(Applicant)

X \_\_\_\_\_  
(Applicant)

The following information is requested by the Federal Government for certain types of loans, in order to monitor the lender's compliance with equal credit opportunity. You are not required to furnish this information, but are encouraged to do so. The law requires that a lender may neither discriminate on the basis of this information nor on whether you choose to furnish it. However, if you choose not to furnish it, under Federal regulations, this lender is required to note race/ethnicity on the basis of visual observation or surname. If you do not wish to furnish the above information, please check the box below.

\_\_\_\_ I do not wish to furnish this information.

Ethnicity: Hispanic or Latino \_\_\_\_\_ Not Hispanic or Latino \_\_\_\_\_

Race: (Mark one or more)

White \_\_\_\_\_ Black or African American \_\_\_\_\_ American Indian/Alaska Native \_\_\_\_\_ Asian \_\_\_\_\_ Native Hawaiian or Other Pacific Islander \_\_\_\_\_

Gender: Male \_\_\_\_\_ Female \_\_\_\_\_

\_\_\_\_ Information provided by lender.

**3. Owner Information:**

Name of Owner(s)	% of Ownership	Home Address	Home Phone
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____
4. _____	_____	_____	_____
5. _____	_____	_____	_____

4. **Description and history of business:** *(If complete description is attached, please summarize here.)*

5. **Describe in detail the proposed project being undertaken:** *(e.g., company relocation, plant expansion, remodeling, new product line, refinancing. If complete description is attached, please summarize here.)*

6. **What date will the project begin?** \_\_\_\_\_

**When will the project be completed?** \_\_\_\_\_

**Has any part of the project been started?** \_\_\_\_\_ Yes \_\_\_\_\_ No

*If yes, please describe:*



**10. Project Summary:**

	Grow Iowa	Bank	Other	Other
Loan Amount	_____	_____	_____	_____
Loan Term (years)	_____	_____	_____	_____
Loan Interest Rate	_____	_____	_____	_____
Annual Debt Service	_____	_____	_____	_____

**11. What type of security, and in what amount, will the assisted business provide as collateral?**

	Grow Iowa	Bank	Other	Other
Type of Collateral	_____	_____	_____	_____
Security Position	_____	_____	_____	_____
Type of Guarantee	_____	_____	_____	_____

If collateral is not available to secure the loan from the Grow Iowa Revolving Loan Fund, please explain reason in detail.

**12. Has the business been cited or convicted of violations of any federal or state laws or regulations within the last five years (including environmental or safety regulations)?**

Yes \_\_\_\_\_ No \_\_\_\_\_ *If yes, please explain the circumstances of the violation(s):*

**13. Will the business be utilizing, or be located on property which is located, underground tanks (whether or not in current use) for the storage of petroleum products, agricultural or other chemicals, waste oil or other liquid waste, or any other inflammable, corrosive, reactive or explosive liquid or gas?**

Yes \_\_\_\_\_ No \_\_\_\_\_ *If yes, please give details:*

**14. Will you be storing above ground on or about your premises, in tanks or otherwise, for any length of time or for any purpose, any liquid or gas included in question 13 (previous page), or any inflammable, corrosive, reactive or explosive solid, excluding ordinary refuse?**

Yes \_\_\_\_\_ No \_\_\_\_\_ *If yes, please give details:*

**15. Will you be treating, transporting or disposing of any liquid, gas or solid included in question 13 or 14, either on or about your business premises or at a landfill or other treatment facility, or upon any public street or highway, or any waterway or body of water, or in any aircraft?**

Yes \_\_\_\_\_ No \_\_\_\_\_ *If yes, please specify the substance and what you will be doing with it.*

**16. Will any part of the project take place in a 100-year flood plain?**

Yes \_\_\_\_\_ No \_\_\_\_\_

**17. Is any officer, director or controlling group of the Grow Iowa Foundation, Inc. an officer, director or holder of any direct or indirect pecuniary interest in the business or project?**

Yes \_\_\_\_\_ No \_\_\_\_\_ *If yes, please list names and relationship:*

**18. Are you able to obtain financing from other sources for the portion of the project for which you are requesting funding from GIF?**

Yes \_\_\_\_\_ No \_\_\_\_\_ *If yes, please explain:*

**19. Required documents and fees to be submitted with completed application:**

- \_\_\_\_\_ \$150 non-refundable application fee (made payable to Grow Iowa Foundation, Inc.)
- \_\_\_\_\_ Letter of support from sponsoring agency or development corporation detailing need for project and expected benefits to city/county.
- \_\_\_\_\_ Certificate of good standing from Iowa Secretary of State or an authorization to conduct business in Iowa (incorporated applicants only).
- \_\_\_\_\_ Corporate resolution authorizing the applicant to borrow from the Grow Iowa Foundation, Inc.'s Intermediary Relending Program (incorporated applicants only).
- \_\_\_\_\_ Statement of required acts (environmental review, intergovernmental review, equal opportunity employer, etc.).

**One (1) Original and Five (5) Copies of Application**

and the following documents must be submitted at the time of application for your application to be processed. If a document is unavailable or not applicable, please give explanation.

1. Resumes of principals involved in project.
2. Business plan.
3. Profit and loss statements (3-year historical – prepared by CPA or business tax returns – and 2-year projections).
4. Balance sheets (3-year historical – prepared by CPA – and 2-year projections, including a schedule of other debts).
5. Aged accounts receivable schedule.
6. Aged accounts payable schedule.
7. Personal financial statement(s) and 3 previous years' personal tax returns for all applicants who will be borrowing personally or giving personal guarantees for indebtedness.
8. Letters of commitment of funds from banks, grants, applicant, etc.
9. Copy of proposed lease or purchase agreements.
10. Copy of franchise agreements, if appropriate (if too lengthy, send one copy only).
11. For projects that include construction and/or the purchase of machinery or equipment, attach cost estimates.
12. Preliminary plans and specs for new construction, if appropriate.

**A one percent (1%) administrative management fee will be charged at the loan closing.**

**Please send all loan information and documents to:**

Grow Iowa Foundation, Inc.  
@ Debra Houghtaling  
P.O. Box 177  
Greenfield, Iowa 50849

This is an equal opportunity program. Discrimination is prohibited by federal law. Complaints of discrimination may be filed with the USDA, Director, Office of Civil Rights, Washington, D.C. 20250.

*Updated 5/20/08*



# GROW IOWA FOUNDATION

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## Fact Sheet: Business Loans

Grow Iowa provides low-interest financing for business starts, expansions and other economic development projects in southwest Iowa. We work in conjunction with local and regional banks to increase small business and industry lending by providing additional, flexible credit helping the borrower fit the bank's underwriting criteria.

### Financing

- Up to 50% of the project can be financed through Grow Iowa (max. loan \$250,000).
- Remaining project costs are most often financed through a commercial lending institution.
- Applicants must provide a portion of the project cost as equity through personal resources or grant funds.
- Loan terms up to 10 years, depending on project and collateral; Interest rate – variable.

### Applicant Eligibility

Individuals, cities, counties, cooperatives, businesses, non-profit and for-profit corporations are eligible to apply for financing – all applicants must have the authorization of a sponsoring agency, such as a county or regional development corporation, city, county or chamber of commerce, to qualify.

### Eligible projects

- Business acquisition, construction, conversion, enlargement, repair, modernization or development costs.
- Purchase and development of land, building facilities, leases or material.
- Purchase of equipment, leasehold improvements, machinery or supplies.
- Start-up operating costs and working capital.
- Tourist facilities such as restaurants, hotels or recreation centers.

### Ineligible projects

- Production agriculture.
- Transfer of ownership, unless the loan will keep the business from closing.
- Community antenna television services or facilities.
- Lending, investment institutions and insurance companies.
- Golf courses, race tracks or gambling facilities.

### Application procedure

- Application forms are available from Grow Iowa as well as many banks and county development offices.
- Applicants must discuss their project with Grow Iowa prior to submitting an application to ensure eligibility.
- Applicants are encouraged to complete the IRP application in conjunction with their local lender.
- Six copies of the completed application, attachments and a \$150 application fee should be mailed to Grow Iowa.
- Loan applications will be reviewed by a regional loan committee within 15 business days. If approved, an additional 30-45 days may be required to gain USDA approval, prepare loan documentation and cut the final check if an environmental review is required by USDA.
- A one percent (1%) administrative management fee is charged at the loan closing.

### Why are applications typically denied?

- Poorly prepared and/or incomplete applications.
- Lack of and/or limited commercial lender involvement.
- Poor credit history of the applicant.
- Inability to collateralize the debt.
- Business projections that indicate inability to service the debt.
- Lack of applicant equity.
- Refinancing or "bail-out" of other creditors.
- Transfer of ownership without the threat of business closure or loss of jobs.

This is an equal opportunity program.