COLLATERAL ENHANCEMENT PROGRAM (CEP) FOR COMMUNITY DEVELOPMENT FINANCIAL INSTITUTIONS (LENDER)
Lender Application

Ohio | Development Services Agency

Community Development Financial Institution (Lender) Information

(Form to be completed by the Lender and submitted to Ohio Development Services Agency)

Bank Name:			
Contact Name:			Contact Title:
Phone #:			Email Address:
Address:			Fax #:
City:	State:	Zip:	EIN #:

Loan Information

Borrower Name:		CEO/Owner Name:
Phone #:		Email Address:
Address:		
City:	State:	Zip:
Expected Initial Disbursement Date:		Loan Amount: $
Will Borrower finance Lender fees?: ☐ Yes ☐ No		
Will Borrower finance CEP fees*?: ☐ Yes ☐ No		
Loan amount with Lender fees?: $		
Loan Type: ☐ Line of Credit ☐ Term Loan ☐ Other		
Length of Loan: mos.		Length of Amortization: mos.
Interest Rate:		Debt Coverage Ratio: Historical _____:1 , Projected _____:1
Please Describe Use of Loan Proceeds:		
What is the Collateral and Security Position? (Please attach list if not included in write-up):		
What is the Collateral Value?: $		
What is the Lender's normal advance rate on this type of loan? _____%		What is the Lender's desired advance rate? _____%
Why does the collateral shortfall exist?:		
What is the amount of Borrower Equity on the Purchase?:		
What is the Requested Collateral Enhancement Program Deposit amount?:		

*** Ohio Development Services Agency staff will calculate CEP fee and inform Lender.**

Important: Please attach the loan write-up, appraisal(s) or other collateral valuation, Borrower financial statement, amortization schedule and CEP Borrower Certification Form.

Refinancing Existing Debt *(Complete only if refinancing existing debt from another financial institution)*

Debt from Another Financial Institution: ☐ Yes ☐ No	Financial Institution's Loan #:
Financial Institution name:	Type of Existing Debt:

Important: Financial Institution is any bank, trust company, savings bank, savings and loan association, national bank, federal savings and loan association, or federal savings bank that has a significant presence in the state.

Other Credit

Amount of Other Credit Facilities being Provided in Combination with this CEP Application: $
Loan Type: ☐ Line of Credit ☐ Term Loan ☐ Other

(Over)

Eligibility Criteria

Does the Borrower meet the following Collateral Enhancement Program eligibility criteria?

The Borrower has annual revenues of under $20 million: ☐ True ☐ False		The Borrower's principal place of business is in Ohio: ☐ True ☐ False	
The loan is not for a business engaged in mining, agriculture, real estate investment, speculative activities, lending or leasing activities, pyramid sales, illegal activities, gambling activities, charitable institutions, religious institutions, consumer or marketing cooperative, other nonprofit or for business ownership exchange or intangible asset purchases: ☐ True ☐ False			
Borrower has fewer than 250 employees: ☐ True ☐ False			
Project Proposed Start Date:			
Current # of Full-time Employees:		Current # of Part-time Employees:	
# Full-time jobs to be created in 2 yrs:		# Part-time jobs to be created in 2 yrs:	
Current # of Full-time jobs to be retained:		Current # of Part-time jobs to be retained:	
Average hourly wage for Full-time:		Average hourly wage for Part-time:	
Note: Full-time is more than 2,000 hours per year; Part-time is less than 2,000 hours per year; Created jobs cannot be transfers from another facility in Ohio; Retained jobs are current employees who will be laid off if the Lender's loan is not received; Created or retained jobs must be within Ohio.			
Borrower has signed the Collateral Enhancement Program Borrower's Information and Certification Form and based on the Lender's knowledge, the Lender has no reason to believe the certifications and representations in it are not true: ☐ True ☐ False			

Important: Answers marked False makes the loan ineligible for the Collateral Enhancement Program. Job creation or retention must take place or loan is ineligible for the Collateral Enhancement Program.

Lender Certification and Acknowledgement

Lender Certifies and Acknowledges that:

1. The loan has not been made in order to place under the protection of the CEP prior debt that is not covered under the CEP, and that is or was owed by the Borrower to the Lender or to an affiliate of the Lender.
2. The loan is not a refinancing of a loan previously made to the Borrower by the Lender or an affiliate of the financial Lender.
3. The loan will not exceed $5 million.
4. The Lender will not make the loan to cover the unguaranteed portion of a U.S. Small Business Administration loan or the unguaranteed portion of a loan guaranteed by any other federal, state, or local government entity.
5. The loan will not be used to effect a partial change of business ownership or a change that will not benefit the business; permit the reimbursement of funds owed to any owner, including any equity injection or injection of capital for the business's continuance; acquire or hold passive investments such as commercial real estate ownership, or purchase securities; fund lobbying activities (as defined in Section 3 (7) of 16 the Lobbying Disclosure Act of 1995, P.L. 104-65, as amended); repay delinquent state or federal withholding taxes or other taxes held in trust or escrow (e.g. payroll or sales taxes).
6. The Lender is not operating under a Supervisory Enforcement Action.
7. No principal of the Lender has been convicted of a sex offense against a minor (as such terms are defined in section 111 of the Sex Offender Registration and Notification Act (42 U.S.C. 16911)). For the purposes of this certification, principals is defined as if a sole proprietorship, the proprietor; if a partnership, each partner, who is a natural person that holds a 20 percent or more ownership; if a corporation, limited liability company, association or a development company, each director, each of the five most highly compensated executives, officers, or employees of the entity, and each natural person who is a direct or indirect holder of 20 percent or more of the ownership stock or stock equivalent of the entity.
8. To the best of his/her knowledge, all information provided on this application is true and correct.

Authorized Signature _____ Date _____

Printed Name and Title _____

Attention Community Development Financial Institutions

Email form to: CEP@development.ohio.gov
- or -
Mail form to: Manager, Office of Business Assistance,
Ohio Development Services Agency
77 S. High Street, 28th Floor, P.O. Box 1001, Columbus, Ohio 43216-1001
or fax form to: (614) 466-4172
For information, please call (800) 848-1300 ext. 65700

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Please provide the following documentation when submitting a CEP Lender Application:

- ❑ CEP Lender Application
- ❑ CEP Borrower Certification Form
- ❑ Lender's loan write-up
- ❑ Appraisal(s) or other appropriate collateral valuation that proves shortfall
- ❑ Borrower's financial statements

If the project involves a real estate holding company, please submit proof of the following:

- ❑ The operating company is a guarantor of co-borrower on the CEP-supported loan to the eligible real estate holding company;
- ❑ Both the eligible real estate holding company and the operating company have executed the CEP Borrower Certification Form;
- ❑ Each natural person holding an ownership interest constituting at least 20 percent of either the eligible real estate holding company or the operating company provided a personal guarantee for the CEP-supported loan;
- ❑ The eligible real estate holding company and the operating company have a written lease with a term at least equal to the term of the CEP-supported loan, including options to renew exercisable solely by the operating company; and*
- ❑ A drawing of the floor space identifying the percentage of occupancy for each tenant.

*** The company must lease 100 percent of the space from the real estate holding company and cannot sublease more than 49 percent of the space.**

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