## North Carolina State University

## Loan Application

Supporting Information Required with Loan Application:

1. Project Business Plan (a multi-year financial plan and include both operational revenue/expenses and debt repayment, 1.25x coverage on debt service is expected)
2. Project Draw Schedule (when do you need the money?)
3. Pledge Receipt Schedule (if part of project funding or loan payback)

| **General Information** | |
| --- | --- |
| **Project Title** |  |
| **Borrower** |  |
| **Project Description (including use and benefit derived by the University and how it fits with Strategic Plan)** |  |
| **Main Contact (name,phone,email)** |  |
| **Total Project Budget** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Loan Information** | | | |
| **Loan Amount Requested** | |  | |
| **Loan Term Requested** | |  | |
| **Estimated Loan Start Date** | |  | |
| **Other Desired Terms Regarding the Treatment of Principal, Interest, or Term** | |  | |
| **Source of Repayment** | |  | |
| **Does Repayment Require Student Debt Service Fees?** | | \_\_\_\_\_\_ No \_\_\_\_\_Yes (estimated $\_\_\_\_\_\_\_\_\_\_\_\_) | |
| **Project to be charged for Debt Service** | |  | |
| **Current Amount of Loans Outstanding** | |  | |
| **Contingency Account for repayment deficits or project cost overruns** | |  | |
|  | |

|  |  |
| --- | --- |
| **Supporting and Additional Information** | |
| **If any of the supporting information requested above is not being provided, please explain why and provide similar information to the extent possible.** |  |
| **Additional Information** |  |

|  |  |
| --- | --- |
| **Submission Signatures** | |
| **Submitted by / Date** |  |
| **Unit Business Officer** |  |
| **Dean / Department Head** |  |
|  |  |

|  |  |
| --- | --- |
| **Approval Signatures** | |
| **Approved by / Date** |  |
| **Terms Approved, if different than requested above** |  |
| **Director, Debt Management** |  |
| **AVC Finance and Administration** |  |
| **VC Finance and Administration** |  |
| **VC University Advancement (if gift funding involved)** |  |

|  |  |
| --- | --- |
| Planning Tracker | |
| **Internal borrowing or External?** |  |
| **Tax considerations? i.e. research, leasing, use of property** |  |
| **Added to Borrowing Plan** |  |
| **Student Fee Approval Needed? / received** | Fee Committee \_\_\_\_\_\_\_\_\_\_\_\_\_  BOT \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  BOG \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Non-Appropriation approval needed? / received** |  |
| **Reimbursement Resolution needed? / received** |  |
| **Board of Trustees Special Obligation Resolution needed? / Received** |  |
| **Board of Governors Special Obligation Resolution needed? / Received** |  |