MISSIONARY SOCIETY’S REVOLVING LOAN FUND APPLICATION

PARISH NAME & ADDRESS (Include mailing address if different)
APPLICANTS: List name of rector (or other clergy in charge), Wardens, and Treasurer
REQUEST:
1. Include amount being requested.
2. Indicate date parish meeting was held to authorize this request and attach minutes with resolution of authorization.

PARISH DESCRIPTION:
1. Describe the parish facilities including age and general condition of all buildings.
2. From what geographical area are the parishioners drawn?
3. What is the approximate median age of the congregation?
4. What will this proposed project gain the parish which is not available in neighboring churches?
5. How will this improvement benefit the regional Episcopal community, and further God’s Mission?

SPECIFIC USES OF LOAN PROCEEDS:
1. State overall issue, or construction problem. What is the overall budget for addressing the issue/problem?
2. List the priority and course of action to correct the problem.
3. If this request is for a repair or construction costs, attach copies of at least three bids from contractors.

SPECIFIC SOURCES OF LOAN REPAYMENT:
1. What process, program or plan is the parish implementing to pay for the project described above and to repay the requested loan?
2. What is the progress to date in raising funds and receiving formal written pledges of financial support, if any? Please provide a listing of each pledged amount that has been received thus far.
3. Are other fund raising activities planned over the life of this loan to fund any deficits?
4. Are there any alternate sources of repayment?
5. Does the project address the issues of accessibility outlined in the overview?

FINANCIAL STATEMENTS AND BUDGETS:
1. Attach copies of the parish financial statements for the last three years.
2. Attach copies of the parish operating budget for the last three years.
3. Attach a copy of the most recent treasurer’s report.
4. List all trust funds, endowment funds, and savings accounts. Include book value, market value, and income received from each and note any restrictions on use.
5. List all outstanding loans including amount, source, interest rate, repayment schedule, and purpose.