



# COMMUNITY ADVANTAGE LENDER PARTICIPATION APPLICATION

The Community Advantage Lender Participation Application (Application) should be completed by lenders requesting to approve loans under the Community Advantage Pilot Program (CA Pilot Program). Please complete Section 1 before completing Sections 2, 3 and 4. Section 1 will assist the lender in determining whether the organization meets the criteria to apply for participation in the CA Pilot Program. After completing the questions in Section 1 and the lender initially determines that it is eligible to apply for the CA Pilot Program, the lender should complete Sections 2, 3 and 4. If the lender determines that it is not eligible to apply for the CA Pilot Program, then the lender is not eligible to submit this Application. Ineligible lenders are encouraged to visit SBA’s [Local Assistance](#) website for the location of the nearest SBA District Office, which can assist your organization in determining which SBA program best fits your needs.

Sections 3 and 4 identify all required documents that lenders must submit along with this Application. Please review the “[Community Advantage Participant Guide](#)” for a more detailed explanation of CA Pilot Program requirements.

## SECTION 1. Lender’s Eligibility Questions

1. Identify lender’s type of organization:

SBA-CDC     SBA-Micro-lender     Community Development Financial Institution (CDFI)     SBA Intermediary Lending Pilot Program (ILP) Lender

None of the Above

2. Does the Organization have an executed Loan Guaranty Agreement, SBA Form 750, making it eligible to participate in SBA’s 7(a) loan program?     Yes     No

3. Has the Organization been in business for less than 12 consecutive months?     Yes     No

4. Is the Organization regulated by a Federal financial regulator?     Yes     No

**Organizations are eligible to apply for the CA Pilot Program if they are an SBA-CDC, SBA-Micro-lender, CDFI, or SBA ILP Lender and answered “No” to questions 2, 3, and 4.**

## SECTION 2. Lender Contact Information

Applicant Name \_\_\_\_\_

Business Address \_\_\_\_\_

Contact Person and Title \_\_\_\_\_

Telephone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

Business Email Addresses \_\_\_\_\_

What is the Organization’s Employer Identification Number? \_\_\_\_\_

What date was the Organization established? \_\_\_\_\_

Is Organization regulated by a State Agency?     Yes     No

Name of State Regulator (if applicable): \_\_\_\_\_

Are you interested in selling your Community Advantage loans into the Secondary Market?     Yes     No

**SECTION 3: Required Documents (Submit the documents identified in this section as part of Application)**

**A. ORGANIZATIONAL INFORMATION**

1. IRS Tax Exempt Certification.
2. Certificate of Good Standing from the applicable Secretary of State.
3. Opinion of independent counsel that the lender is in compliance with applicable Federal, State and local laws in the formation and organization of the Lender.
4. List of officers and directors. For each individual listed include a resume and "Statement of Personal History," SBA Form 1081, signed and dated within 90 days of submission to SBA. Any officer or director who answers "yes" to question numbers 10a, 10b, 10c or 11 on SBA Form 1081 must also submit finger print-cards.
5. List of key personnel (current and proposed) – including those who will be involved in loan packaging, processing, closing, disbursing, servicing and liquidating the lender's CA loans. For each individual listed include a resume and SBA Form 1081 signed and dated within 90 days of submission to SBA. Any key employee who answers "yes" to question number 10a, 10b, 10c, or 11 on SBA Form 1081 must also submit finger-print cards.
6. Certified copy of a Resolution of the Board of Directors authorizing submission of application.
7. If a CDFI, a copy of most recent certification from the US Treasury, CDFI Fund.

**B. FINANCIAL AND OPERATIONAL INFORMATION**

1. A business plan including an organization chart and a description of current small business lending activities and the nature of proposed operations for CA Pilot Program including small business lending, Management & Technical Assistance, and demographic and economic information in area of operations.
2. Year-end audited financial statements for the last two years.\* Interim financial statements for period not covered by audited financial statements.
3. Schedule of sources of funding and funds available.
4. Loan Performance History for last two years, including current delinquency, default and loss rates for the applicant's entire small business loan portfolio.
5. Schedule and reconciliation of loan loss reserve and description of allowance for loan loss reserve methodologies.
6. Copy of lending policies and procedures governing business loan origination, servicing and liquidation.
7. Any other information the lender considers relevant for SBA to consider in evaluating the application.

\* Not required if already submitted to SBA as part of SBA's 504, Microloan, or ILP programs.

**SECTION 4: Representations and Certifications**

**Authorized Representative:** The undersigned is an authorized representative of the Organization submitting an application to participate in the CA Pilot Program.

**Organization:** The undersigned certifies that the Organization has filed articles of incorporation and by-laws with either the SBA or the CDFI Fund in connection with their participation in the 504, Microloan, ILP, and/or CDFI programs and that those organizing documents submitted have not materially changed. Alternatively, if material changes have occurred, the undersigned certifies that a copy of the current articles of incorporation and/or by-laws is included with this application.

**State Regulation:** The undersigned certifies that the Organization is not subject to regulation by a state financial regulator. Alternatively, if the Organization is subject to state regulation, the undersigned certifies that the Organization is in good standing with the State regulator and provides the following information to SBA with this application:

- Copy of the State statute or regulations governing the Organization's operations
- Copy of the latest report of examination of Organization
- Description of State prescribed capital requirements and a certification that the Organization meets the established capital requirements.

**Additional Information:** The undersigned gives SBA permission to obtain any additional information necessary regarding the Organization's relationship with creditors, other federal agencies, or other entities as necessary to evaluate the application.

**Correct Information:** The undersigned also certifies that the information provided has been accurately prepared on behalf of the Organization and that the information is true and correct, to the best of his or her knowledge, and that due diligence has been exercised to obtain true and correct information. The undersigned realizes that the penalty for knowingly making a false statement is a fine up to \$250,000 and/or jail for up to five years under 18 USC 1001, and subject to other penalties as provided by law.

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NAME:

TITLE:

DATE:

#### **WHERE TO SEND THE APPLICATION:**

**The Community Advantage Lender Participant Application must be submitted to the Applicant's local SBA Field Office. The local SBA Field Office may be found at [www.sba.gov/content/find-local-sba-office](http://www.sba.gov/content/find-local-sba-office).**

NOTE: According to the Paperwork Reduction Act, you are not required to respond to this collection of information unless it displays a currently valid OMB Control Number. The estimated burden for completing this form, including time for reviewing instructions, gathering data needed, and completing and reviewing the application form is 7 hours. Comments or questions on the burden estimates should be sent to U.S. Small Business Administration, Chief, AIB, 409 3rd St., SW, Washington DC 20416 and/or SBA Desk Officer, Office of Management and Budget, New Executive Bldg., Room 10202 Washington, DC 20503. **PLEASE DO NOT SEND FORMS TO THESE ADDRESSES.**