

**Initial Intake Questionnaire: Financial Institutions**

In advance of discussing a potential partnership with the U.S. International Development Finance Corporation (DFC) and USAID, please complete and return to DFC. Please make your best effort to respond to all questions.

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| **1. Contact Information** | |
| Institution name |  |
| Address |  |
| Contact name and title |  |
| Contact phone |  |
| Contact e-mail |  |

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| **2. Institution Background & Structure** | |
| Where is the business registered or incorporated? |  |
| How long has the institution operated in this country? |  |
| In what country/region are the business’ primary operations located? |  |
| What is the funding and ownership structure? Is the business privately owned or does a sovereign government own part or all of it? Please explain. |  |
| Does the institution have audited financial statements? Who did the audit? |  |
| Is the institution regulated by the local Central Bank? If not, why? |  |
| What is the institution’s experience with debt/guarantees? |  |
| Has the institution previously worked with international lenders, development finance institutions, or the DFC (formerly OPIC & USAID’s DCA)? |  |
| What are the institution’s environmental and social policies? |  |

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| **3. Transaction Specifics** | |
| What is the type and amount of financing/guarantee needed? (e.g, direct loan, partial credit guarantee, political risk insurance, equity investment, technical assistance) |  |
| What is the use of proceeds; what will the financial institution do with any new funds? |  |
| Are there any documents that can be shared to help explain the proposal? For example, a profile of the financial institution, business plan, summary of the project, list of what other entities the institution is speaking to for financial support, etc. |  |
| By when does the institution need the financing product? |  |
| If interested in a direct loan from DFC, what type of collateral are you considering to provide to the DFC? |  |

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| **4. Geographic Presence** | |
| In how many countries does the institution operate? |  |
| How many branches does the institution have in this country? |  |
| Where are these branches located? |  |
| What are the institution’s geographic expansion plans in this country? |  |

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| **5. Profitability** | |
| Is the institution currently profitable? |  |
| *If not, please explain why.* |  |
| *If not, when does the institution*  *anticipate being profitable?* |  |
| Has the institution been profitable  throughout the last three years? |  |
| *If not, please explain why.* |  |

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| **6. Current Debt (applicable only if seeking a direct loan)** | |
| Please provide all current debt, including terms and collateral. |  |

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| **7. Total Portfolio Size and Quality** | **2017** | **2018** | **2019** |
| How many total customers does the institution have? |  |  |  |
| How many borrowers does the institution have? |  |  |  |
| How large is the loan portfolio? (Specify US$ or local currency) |  |  |  |
| What is the percentage of non-performing loans? (or PAR>30) |  |  |  |

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| **8. Lending Practices** | |
| Describe the institution’s target customer. |  |
| What is the average loan size?  (Specify US$ or local currency) |  |
| What is the range of loan sizes?  (Specify US$ or local currency) |  |
| What is the average lending interest rate? |  |
| What is the average deposit interest rate? |  |
| What is the average loan tenor? |  |
| What is the maximum loan tenor? |  |
| Describe typical collateral requirements. |  |

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| **9. Impact** | |
| Which sectors (i.e., agriculture, water, education, women, energy, infrastructure, etc.) does the institution currently prioritize? |  |
| In which sectors will the institution  expand in the coming years? |  |
| What is the desired/intended impact of the potential DFC transaction? (number of jobs, etc.) |  |