

## **Capital Fund – Loan Application Guidelines**

- Prior to a loan being approved, the building project / property purchase must be approved by Presbytery in accordance with the church regulations. The approval may be made “subject to the loan being approved”.
- Applicants must provide detailed financial projections indicating the total funding for the project and indicating how the loan repayments are to be met.
- Applicants must provide the most recent APR and a balance sheet with their loan application
- Prior to loans being drawn, all congregational investments and deposits must first be drawn down
- Where an existing loan with the Capital Fund is being extended, the loans will be rolled into one new loan
- The Presbyterian Church of Victoria Trusts Corporation must be registered as the trustee of all church property for a congregation which applies for a loan. Where congregational trustees exist, they must resign and appoint the Trusts Corporation in accordance with the relevant Church Procedures.
- The maximum loan term will be 20 years.
- The interest rate will be variable. The current rate is 3% per annum.
- Monthly repayments will be required. The minimum monthly repayment will be calculated based on 3% interest over a 20 year term.
- Interest will be calculated on the daily balance and charged quarterly.
- Loan applications should be submitted at the earliest possible opportunity and at least 60 days prior to funds being required. If there is some reason why these guidelines are unable to be complied with in full within that timeframe then that information which is available should be submitted at least 60 days in advance, and then the further information should be submitted as soon as it becomes available.

## CAPITAL FUND LOAN APPLICATION

See also guidelines.

Lodging of this application assumes all necessary congregation and presbytery approvals have been obtained. Please provide evidence.

PARISH \_\_\_\_\_

PRESBYTERY \_\_\_\_\_

Address of proposed project \_\_\_\_\_

Brief description of project \_\_\_\_\_

What is the total project cost? \$ \_\_\_\_\_

How is this to be funded?

Congregational funds \$ \_\_\_\_\_

*Where held? (eg term deposit, Common Fund, Sites Reserve)*

Grants \$ \_\_\_\_\_

*Attach approval/application*

This Loan \$ \_\_\_\_\_

Monthly payment to service the loan \$ \_\_\_\_\_

When will the funds be required? \_\_\_\_\_

Attachments:

- APR
- Budget – demonstrating ability to fund monthly loan repayments
- Presbytery Approval of the loan application (include minute)