



# CHEFA

Connecticut Health & Educational  
Facilities Authority

## CHEFA Revolving Loan Fund Program Funding Cycle 2023A Loan Application

<b>Applicant Information:</b>	
<b>Legal Name:</b>	
<b>Street Address:</b>	<b>Federal Tax I.D. Number:</b>
<b>City, State &amp; Zip:</b>	<b>Contact Person/Title:</b>
<b>County:</b>	<b>Telephone Number:</b>
<b>P.O. Box Address (if Applicable):</b>	<b>Email Address:</b>

<b>Loan Information:</b>
<b>Amount Requested (Max. \$50,000 per Borrower):</b>
<b>Describe the need for this loan:</b>



**- Description of Applicant -**

<b>Description of Mission and Sector Served:</b>	
Brief Description of Mission:	
Check Appropriate Sector	
Cultural Institutions	
Child Care Provider	
Education	
Healthcare	
Human Services Provider	
Long-Term Care/Senior Living Facilities	

<b>Description of People Served by Applicant:</b>	
Description	# of <b>Annual</b> People Served <sup>1</sup>
Total Clients Served	
# of BIPOC Served	
# of Low-Income individuals served <sup>2</sup>	

1 Number served annually

2 CHEFA defines low-Income as someone with an Income less than 80% of the area median Income

<b>Description of Jobs for the Applicant</b>				
	# of <b>Part Time</b> Employees	# of <b>Full Time</b> Employees <sup>1</sup>	Average Hourly Wage	Benefits Provided (Y/N)
Existing jobs				



**- Description of Project -**

<b>Description of Project:</b>			
Brief Description of Project:			
Project Location/Facility Name:			
Street Address:			
City:		Zip Code:	
County:			

**Primary Purpose(s) of Funds (check all that apply)**

- Facility expansion/new construction
- Infrastructure improvement (e.g. new roof/HVAC)
- Equipment acquisition

<b>Total Project Budget:</b>	
Description	Amount
<b>Total:</b>	

<b>Project Funding Sources</b>	
Description	Amount
Equity	
Total Grant Funding	
Total Gifts	
Other Financing Sources	
Requested Funding Cycle 2023A Loan Amount	
<b>Total:</b>	



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## Description of People Served by Project:

Existing and Projected Changes to People Served by Project		
Description	# of <b>Current</b> People Served <sup>1</sup>	Projected # of <b>Additional</b> People Served <sup>1,3</sup>
Total People Served		
# of BIPOC Served		
# of Low-Income individuals served <sup>2</sup>		

1 Number served annually

2 CHEFA defines low-Income as someone with an Income less than 80% of the area median Income

3 CHEFA recognizes that not all projects will result in additional people served, this field is for reporting proposes only.

## Required Financial Information

- Please provide the following information:
  - a. **Historical Financial Statements.** Please include audited financial statements for the most recently completed and the previous two (2) fiscal years. If an audit is not legally required, the applicant may submit a compilation of fiscal year end statements.
  - b. **Current Budget.** Please provide a copy of the current operating budget.



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- c. **Cash Flow Analysis.** Please complete the information below for the past 3 years and provide projections for the next 3 years. (*In Thousands*)

	Past 3 Years			Next 3 Year (Projected)		
<b>FY Ending:</b>						
<b>Total Revenues:</b>						
<b>Total Expenses:</b>						
<b>Change in Unrestricted Net Assets:</b>						
<b>Depreciation &amp; Amortization Expenses:</b>						
<b>Interest Expenses:</b>						
<b>Investment Gains &amp; Losses:</b>						
<b>Change in value of interest rate swaps:</b>						
<b>Existing Debt Service:</b>						

## Legal Status Questionnaire

- Organization in Good Standing

Is the organization in good standing with the State of Connecticut and all regulatory authorities? If no, please explain the situation.

Response:



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- Past Due Taxes

Are any local, State, or federal taxes, or PILOT payments owed by the organization currently past due? If yes, please provide details.

Response:

- Financial Viability

Disclose any legal or regulatory action or investigation that may have a material impact on the financial viability of the Applicant. The disclosure should be limited to actions or investigations in which the Applicant or the Applicant's parent, subsidiary has been named a party.

Response:

- Litigation or Other Legal Claims

Disclose any current or anticipated litigation or other legal claims involving fraud or corruption, or serious harm to employees, the public, or the environment. The disclosure should be limited to actions or investigations in which the Applicant, senior officer, or senior management personnel has been named a defendant.

*Disclosures should include civil or criminal cases filed in state or federal court; civil or criminal investigations by local, state, or federal law enforcement authorities; and enforcement proceedings or investigations by local, state or federal regulatory agencies.*

Response:



## **State of Connecticut Provisions Governing Contractual Relationships with Quasi-State Agencies**

### **1. PENALTY FOR FALSE STATEMENT (C.G.S. §1-126)**

Any quasi-public agency, as defined in Section 1-120 of the General Statutes, shall require any application, agreement, financial statement, certificate or other writing submitted to such quasi-public agency with respect to any loan, mortgage, guarantee, investment, grant, lease, tax relief, bond financing or other extension of credit or financial assistance made or provided by such quasi-public agency and that provides information on which the decision of such quasi-public agency was based, to be signed under penalty of false statement as provided in Section 53a-157b of the General Statutes. This application must be signed under penalty of false statement.

### **2. STATE CONTRACTING NONDISCRIMINATION REQUIREMENTS**

Connecticut General Statutes Sections 4a-60 and 4a-60a, as amended by Public Act 21-76, require (i) any entity or individual entering into a contract with the State or certain political subdivisions of the State, including quasi-public agencies, to comply with the provisions of these statutes and (ii) the inclusion of the provisions set forth in Connecticut General Statutes Sections 4a-60a(a)(1)-(4), 4a-60a(b)(1), 4a-60(c)(1) and 4a-60(a)(1)-(5) in any such contract. The Loan Agreement that will be entered into by the Authority and each Borrower must include the provisions referenced above.

### **3. CAMPAIGN CONTRIBUTION AND SOLICITATION LIMITATIONS**

With regard to a state contract, as defined in Connecticut General Statutes Section 9-612(f)(1)(C), having a value of \$50,000 or more, or a combination or series of such agreements or contracts having a value of \$100,000 or more in a calendar year, (which includes a Loan Agreement with CHEFA) the authorized signatory to this application expressly acknowledges receipt and review of the State Elections Enforcement Commission's notice, by accessing the notice at

<https://seec.ct.gov/Portal/data/forms/ContrForms/SEECStateContractorNotice.pdf>

advising prospective state contractors of state campaign contribution and solicitation prohibitions, and agrees to inform its principals of the contents of the notice.

Connecticut General Statutes Section 9-612(f)(2)(F) requires a principal of a prospective state contractor to make the disclosures and certifications set forth on the Campaign Contribution Certification form available at:



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<https://portal.ct.gov/-/media/OPM/Fin-General/OPM-Form1-GiftandCampaignContributionCertificationRev-07222021-FINAL--GDB.pdf>

**The Campaign Contribution Certification form must be (i) completed and (ii) submitted with this Loan Application.**

#### **4. FREEDOM OF INFORMATION ACT**

CHEFA is a “public agency” for purposes of the Connecticut Freedom of Information Act (“FOIA”). An application submitted in connection with this loan program, and any files or documents associated with the application, including e-mails or other electronic files, will be public records and subject to disclosure under the FOIA. See C.G.S. §§1-200, et seq. The FOIA includes exemptions for, among other things, “trade secrets” and “commercial or financial information given in confidence, not required by statute.” See C.G.S. §1-210(b). Due regard will be given for the protection of proprietary or confidential information contained in applications received. However, all materials associated with the application are subject to the terms of the FOIA and all applicable rules, regulations and administrative decisions. If an applicant is interested in preserving the confidentiality of any part of their application, it will not be sufficient to state generally in the application that the application is proprietary or confidential in nature and therefore not subject to release to third parties. Instead, those particular sentences, paragraphs, pages or sections that an applicant believes to be exempt from disclosure under the FOIA must be specifically identified as such. Convincing explanation and rationale sufficient to justify each exemption consistent with §1-210(b) of the FOIA must accompany the application. The rationale and explanation must be stated in terms of the reasons the materials are legally exempt from release pursuant to the FOIA. Confidential information must be labeled CONFIDENTIAL and submitted in a separate PDF.

All application materials not placed in a separate PDF clearly marked as confidential will not be treated as confidential and will be made available for public view upon receipt of a FOIA request. Applicants should not request that their entire application, nor the majority of the application, be confidential and CHEFA reserves the right to reject any such application. CHEFA has no obligation to initiate, prosecute or defend any legal proceeding or to seek a protective order or other similar relief to prevent disclosure of any information that is sought pursuant to a FOIA request. The applicant has the burden of establishing the availability of any FOIA exemption in any proceeding where it is an issue. In no event shall the CHEFA or any of its officers, directors or employees have any liability for the disclosure of documents or information in the CHEFA’s possession where CHEFA, or any of its officers, directors or employees believe disclosure is required under the FOIA or other law.





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## Legal Notice and Signatures

Notice is hereby given that false statements intentionally given herein are subject to section 53a-157b of the Connecticut General Statutes governing the penalty for written statements not believed to be true and intended to mislead a public servant in the performance of his or her official duties.

Sworn as true to the best of my knowledge and belief, subject to the penalties for false statements(s).

<b>By:</b>	<b>Signature:</b>
<b>Title:</b>	<b>Date:</b>