



ARCHDIOCESE OF AGANA

INTERNAL BORROWINGS APPLICATION FORM

PARISH/SCHOOL ENTITY NO.: _____
PARISH/SCHOOL /ENTITY NAME: _____
PARISH/SCHOOL/ENTITY PASTOR/PRINCIPAL/ADMINISTRATOR: _____
PHONE NO.: _____ EMAIL ADDRESS: _____
AMOUNT REQUESTED: \$ _____
DATE SUBMITTED: _____
DESIRED START DATE: _____

NEED STATEMENT:

1)	<i>What are the financial challenges facing your parish, school, entity? A detailed explanation should be included in a cover-letter.</i>
2)	<i>How will this temporary borrowing be used?</i>
3)	<i>If borrowing is granted and received, what mechanism is in place to address this need in future years?</i>
4)	<i>What is the proposed interest rate and how will the repayment be made?</i>

QUESTIONNAIRE:

1)	<i>How often is the Finance Council or School or entity board meet?</i>
2)	<i>Does the parish, school or entity have strategic approach such as stewardship program or fund raising efforts?</i>
3)	<i>Are there any grants that the parish currently received?</i>
4)	<i>Does the parish supports other non-profit organization?</i>

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REQUIRED ATTACHMENTS:

To facilitate the processing of this application, please enclose the following:

- 1) A cover-letter describing the need and expanding on any answers that do not fit above, and;
- 2) The most recent Statement of Financial Position (Balance Sheet), Statement of Activities and Cash Flow Forecast through June 30, 2018 inclusive of the borrowed amount assuming it is granted.

PARISH/SCHOOL/ENTITY AUTHORIZATION:

Signatures

Date

Pastor/Principal/Administrator/Director Signature

Finance Council Chair Person

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Loan Subcommittee	: _____ Approval _____ Denial Date: _____
Archdiocesan Finance Council:	_____ Approval _____ Denial Date: _____
College of Consultors:	_____ Approval _____ Denial Date: _____
With the following conditions:	

Other Comments:	

