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Thank you for your interest in CAIC! Please read the **Social Enterprise Financing Borrower Information Guide** before completing this application.

SOCIAL ENTERPRISE FINANCING APPLICATION FORM	
<b>A: ORGANIZATION INFORMATION</b>	
(Legal) Name of Organization:	
Address:	
Telephone:	Fax:
e-mail:	Web site:
CCRA Registration/BN:	Year Incorporated or organized:
Type of organization: <i>(i.e. non-profit, profit, cooperative, or CED organizations)</i>	Geographic area of incorporation (i.e., if municipal, give the city; if provincial, give province:
<b>*Please attach a description of your organizations objectives &amp; activities.</b>	<b>*Please attach notarial copy of Articles of Incorporation.</b>
Year operations commenced:	Have operations of your organization been continuous since the date they commenced? Yes <input type="checkbox"/> No <input type="checkbox"/>  If not please explain:
<b>PRIMARY CONTACT</b>	<b>SECONDARY CONTACT</b>
<input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Mrs. <input type="checkbox"/> Mr. <input type="checkbox"/> _____	<input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Mrs. <input type="checkbox"/> Mr. <input type="checkbox"/> _____
Last Name:	Last Name:
First Name & Middle Initial:	First Name & Middle Initial:
Position:	Position:

**B: ACTIVITIES & ASPIRATIONS**

**CAIC bases its investment decisions on the financial soundness of the application and the social benefits that will result. In this section, we are trying to learn how your organization contributes to the development of disadvantaged persons or communities, and/or about other benefits to the community arising out of your operations.**

**Project Title:**

**Project Summary:** *In answering the questions in this section, please ensure that you explain how your organization is going to realize this project and manage its operations on an ongoing basis (i.e. what resources are required and how is the organization going to attain them). Please attach your business plan along with any recent newsletters, or an annual report that will enhance your summary.*

a) What is the project?

b) What is the social benefit?

c) Please provide a detailed description of: i) how the project is going to be financed; and ii) how it is going to operate on an ongoing basis.

Is your organization closely affiliated with another organization?    Yes     No

Name of Affiliated Organizations	Executive director's name	Phone Number

**C: STAFF & MANAGEMENT**  
 Please tell us about key employees (directly involved) and *attach curriculum vitae highlighting relevant experience* with regards to the project.

Name	Title or role	# months/years working for organization

Please tell us a) Number of full-time employees \_\_\_\_\_  
 b) number of part-time employees \_\_\_\_\_

**BOARD OF DIRECTORS**

Please tell us about your board of directors. **(If you have detailed bios for your board please attach.)**

Name	Board committees (please specify)	# months/years on board
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_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**D: INVESTMENT PROPOSAL**

Amount of loan requested:

Terms of repayment. Please propose:

- Term \_\_\_\_\_
- Amortization \_\_\_\_\_
- Interest rate \_\_\_\_\_

Collateral available or names of potential guarantors:

Please demonstrate that the enterprise has a **sound and realistic business case** and is able to:

- compete successfully in the market place
- become profitable within 3 years
- meet all repayment obligations to caic and any other lenders

**Shared risk** – CAIC is looking to our borrowers to make a meaningful financial contribution to the enterprise's success. Clearly explain the nature and amount of investment that your members/principals will be making in the business.

**Multiple Sources of Capital** – CAIC wants to ensure there is sufficient capital to launch or grow the business and that the business has been able to attract other social investors. The applicant must demonstrate that financing is available from at least one other source in addition to CAIC. This financing can either be in the form of debt or equity.

**E: CREDIT INFORMATION**

*We may require credit information at a later stage in approval process. (i.e. bank accounts etc.)*

Identify your present sources of credit:

List other sources of credit/investment that you have approached for this loan proposal, and briefly describe their response. CAIC's mandate is to provide capital for those groups unable to access it through conventional sources.

## F: FINANCIAL ORGANIZATIONAL CAPACITY

In order to assess your request we need to understand your organization's financial and operating capacities and details about the budget for the project or program you're requesting funds for.

**Please provide the following financial information (via attachment):**

- **Your most recent internal operating statement & balance sheet.**
- **Budget & cash flow projections for the current and upcoming year demonstrating how the CAIC loan would be repaid.**
- **Financial Statements (audited or reviewed) for the last two years.**

Please tell us about your organization's financial management practices (i.e. financial planning, organizational resources, financial operating systems, and financial soundness)? **Please attach any relevant documents.**

Please indicate the name, phone number and email address of the lawyer who will be representing you if your application is successful.

**G: REFERENCES**

List the names, addresses, phone numbers and email addresses of three references that know of your organization's work. You may also provide relevant testimonials. (Indicate whether business or personal and how they know about your organization.)

1. \_\_\_\_\_  
\_\_\_\_\_

2. \_\_\_\_\_  
\_\_\_\_\_

3. \_\_\_\_\_  
\_\_\_\_\_

How did you hear about CAIC?

Anything else you think we should know?

**PLEASE SIGN HERE**

***By signing this application you confirm that the information provided is complete and accurate to the best of your knowledge. You also authorize the Canadian Alternative Investment Cooperative (CAIC) to use your organization's name and the name of the project you are involved with in order to promote CAIC to other potential borrowers.***

*Chair of your board of directors (or authorized signatory)*

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Name (please print)                      Signature    Date (mm/dd/yyyy)

*Your Executive director*

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Name (please print)                      Signature    Date (mm/dd/yyyy)

***Attention: Failure to include requested information may result in the rejection of your application. Please note the CAIC cannot return application materials.***