



Project Financing Assistance

an American Diversified Enterprises company

Full Application Submission

1. Wholesale Loan: Proof of Funds for the 10% Funding Deposit (not applicable to PFA loan)

Proof of funds needs to be provided for the wholesale loan at the time of submission of the project financing documentation. Funds do not need to be deposited until after an initial positive assessment of the project has been reached by all parties. The funds will be placed in a non-deletion account, arranged with the lender in a top-tier bank. An administrative hold will be placed on the funds during their 15-month holding period.

2. Full Business Plan - 65-85 pages; maximum 100 pages

1. Executive Summary

- 1.1 Loan Amount Being Requested
- 1.2 Objectives
- 1.3 Project Description
- 1.4 Community Benefits
- 1.5 Keys to Success
- 1.6 Financial Synopsis

2. Company Overview, Organizational Chart & Ownership Structure

- 2.1 Summary Description of Company
- 2.2 Organizational Chart
- 2.3 Company Ownership
- 2.4 Company History (for ongoing companies) Start-up Plan (for new companies)
- 2.5 Company Locations and Facilities
- 2.6 Accomplishments to Date
- 2.7 Succession Planning
 - 2.7.1 Ownership Succession
 - 2.7.2 Management Succession

3. Products and Services

- 3.1 Product/Service Description
- 3.2 Unique/Beneficial Product/Service Qualities
- 3.3 Costs
- 3.4 Customer Needs That Will Be Fulfilled
- 3.5 Comparison to Other Products/Services



4. Market Analysis

4.1 Market Overview

4.2 Relevant Market Size

4.3 Target Customers

4.4 Types of Customers

4.3 Customer Needs

4.6 Competitive Analysis

4.6.1 Industry Participants

4.6.1.1 Distribution Patterns

4.6.1.2 Competition and Buying Patterns

4.6.2 Direct Competitors

4.6.3 Indirect Competitors

4.6.4 Competitive Advantages

5. Strategy and Implementation - Expansion of Descriptions in Introductory Business Plan

6. Management Summary - summarize; refer to and provide in **Attachment #4**

6.1 Project Experience

6.2 Management Experience

7. Financial Plan

7.1 Revenue Model

7.1.1 **Cash Flow Statement** - brief narrative plus a summary Cash Flow Statement table for Years 1-5; make reference to Attachment #3 which will have a detailed Cash Flow Statement table is provided for the life of the project (up to 20 years)

7.1.2 **Income and Expense Statements** - brief narrative plus a summary Income & Expense Statement table for Years 1-5; make reference to Attachment #3 which will have a detailed Income & Expense table is provided for 20 years or operating life of project

7.1.3 **Balance Sheet** - brief narrative plus summary Balance Sheet table for Years 1-5; make reference to Attachment #3 which will have a detailed Balance Sheet table for 20 years or the full operating life of the project

7.2 **Description of the Proposed Use of Funds** - provide a summary table showing key uses by line item; summarize and refer to **Attachment #1** for summary table, disbursement schedule, and tables showing detailed uses by month for Year 1 and detailed uses by quarter for Years 2-4

7.3 **Financial Model and Financial Information** - provide in **Attachments #2 and #3**

8. **Project Status** - Detailed description re: level of development that has been reached (TRL 7, TRL 8, TRL 9, full commercialization with a single deployment or with multiple deployments); if financing request is for a commercial project, level of front-end engineering and design (FEED) or project preparation that has been reached; and anticipated timeline to complete construction and go into full commercial operation

9. **Engineering and Design** - summarize in Full Business Plan - as appropriate to the project status - refer to and provide detail on request in **Attachment #9**



10. Status of Project Site & Permits - Legal and Regulatory Information - as appropriate to the project status - refer to and include in Attachment #5

- 9.1 Site Location and its Relation to Product Distribution
- 9.2 Proximity and Type of Transportation and Distribution Facilities
- 9.3 Land Use and Permits Necessary to Operate the Facility

11. Supply, Offtake & Sales Purchase Agreements - Availability of Resources - summarize in Full Business Plan - as appropriate to the project status - refer to and provide detail on request in Attachment #7

- 10.1 Labor – Type and Number of Jobs
- 10.2 Availability of Chemicals, Lubricants, Other Supplies for Operations
- 10.3 Availability of Required Feedstocks/Raw Materials for Production of Finished Products
- 10.4 Description of Supply, Offtake, and Sales Purchase Agreements

12. Environmental Assessment - summarize in Full Business Plan - as appropriate to the project status - refer to and provide detail on request in Attachment #8

13. Technical Information - summarize in Full Business Plan - as appropriate to the project status - refer to and provide detail on request in Attachment #9

14. Project Feasibility - summarize in the Full Business Plan - as appropriate to the project status, and as indicated in 13.1 - 13.5 below - refer to and provide detail on request in Attachment #10

- 13.1 Economic Feasibility - Short Assessment: 1-2 pages
- 13.2 Market Feasibility - Short Assessment: 1-2 pages
- 13.3 Technical Feasibility - Short Assessment: 1-2 pages
- 13.4 Financial Feasibility - Short Assessment: 1-2 pages
- 13.5 Management Feasibility - Short Assessment: 1-2 pages

15. Major Equipment, Equipment and System Components, and Possible Vendors - summarize in Full Business Plan; refer to and provide detail on request in Attachment #11

16. SWOT & Risk Analyses - summarize in Full Business Plan; refer to and and provide detail on request in Attachment #6

Attachment #1 - Use of Funds Table

Provide separate Use of Funds and Disbursements Tables

1. Use of Funds Table, Summarized by Line Item

2. Requested disbursements/drawdown schedule

2.1 - 2.10 - detail of monthly drawdowns: amount requested, description of the intended use of funds, etc.

3. Detailed list of Use of Funds, broken down via separate tables on a monthly basis for Year 1 and on a quarterly basis for Years 2-4



Attachment #2 - Financial Model

Project Financial Model (broken down by quarter for the first 4 years of the loan's term, and annually for the remaining life of the project) showing assumptions, sources and uses, capital expenditures (CapEx), operating expenses (OpEx), distribution waterfall, income statement, cash flow statement, balance sheet, and debt amortization.

Attachment #3 - Financial Information

1. **Detailed tables** for Revenue, Revenue Sources, Income and Cash Flow, and Balance Sheet for the life of the project (up to 20 years)
2. **Accountant Prepared** or audited borrower financials
3. **Documentation** showing money spent to date (please summarize and make available on request)

Attachment #4 - Management Summary

Separate, detailed management summary describing experience, capabilities, previous experience with similar endeavors and projects, success of projects. Describe in 1/2 to 1 page per team member, with the team member's position and project responsibilities, time with company, current previous roles within the company, management and project experience with an emphasis on experience that is most relevant to the project, similar projects, educational background, plus brief mention of honors, awards, publications, and/or patents

Attachment #5 - Property Status | Required Legal and Regulatory Approvals and Permits

As appropriate to project status:

1. **Status of Property** - Is the site owned, leased, under option? Please describe. Have copies of title, lease, or option agreement, as appropriate, requested. Provide full details on land parcel #s, size, zoning, proximity to transportation, etc.
2. **Property Value** (if under option or owned); have copy of appraisal available on request.
3. **Status of Required Permits** - provide table showing status of all required permits and regulatory approvals (local, state, and federal)
4. **Timelines for Regulatory Approval** - include in table for 8.2 above

Attachment #6 - SWOT & Risk Analyses

Summarize in Full Business Plan, refer to and provide detail on request in **Attachment #**

Also, Provide Brief Descriptions of the Following, as appropriate to project status

1. **Supply, Offtake & Purchase Agreements - Availability of Resources - Attachment #7** (see "Additional Attachments & Information That Needs to be Available on Request")
2. **Environmental Information - Attachment #8** (see "Additional Attachments & Information That Needs to be Available on Request")
3. **Technical Information - Attachment #9** (see "Additional Attachments & Information That Needs to be Available on Request")
4. **Feasibility Study - Attachment #10** (see "Additional Attachments & Information That Needs to be Available on Request")