

FINANCING APPLICATION

HOSPITALS, HEALTH CENTERS AND EDUCATIONAL FACILITIES

**Allegheny County Hospital Development Authority
Allegheny County Higher Education Building Authority
One Chatham Center, Suite 900
112 Washington Place
Pittsburgh, Pennsylvania 15219**

October 2010

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FINANCING APPLICATION CHECKLIST

	Check if included
Financing Application	_____
Attachments: Borrower Certification	_____
Exhibits:	
(Please attach to Application in the order listed below)	
Borrower Resolution	_____
Certificate of Need (Only for Health Care Institutions)	_____
Letter of Non-Reviewability (Only for Health Care Institutions)	_____
Financial Letter of Commitment	_____
Audited Financial Statements	_____
Application Fee	_____

FINANCING APPLICATION INSTRUCTIONS

INSTRUCTIONS

Please complete all financing application sections; do not attach information sheets or brochures in place of answers. If a question does not apply to your project, type "Not Applicable".

If additional space is needed to answer a question, please attach additional sheets behind the page on which the question appears.

All responses should be typewritten.

EXHIBITS

The Borrower's Resolution should be a certified resolution of the Borrower Board of Directors authorizing the execution of the Financing Application and its submission to the Authority.

Either a Certificate of Need, a completed Certificate of Need Application, or a Letter of Non-Reviewability is required for Board Approval. If a Certificate of Need is not required for the project, an opinion from Borrower counsel attesting to this may be necessary. This exhibit is only applicable to hospital and health center projects.

The Financial Letter of Commitment must be from a financial institution or a firm of underwriters and should indicate their willingness to assist the Borrower with the necessary financing arrangements for the project. This letter must include, but not be limited to, the following information:

- a) the not-to-exceed amount of financing;
- b) the type of financing: public offering, private placement, etc.;
- c) type of credit enhancement, if any, to be utilized: letter of credit, bond insurance, guarantor, etc.;
- d) proposed maturity of bonds;
- e) proposed interest rate range;
- f) fixed or variable rate (or combination); and
- g) proposed date of closing.

The most recently audited financial statements of the Borrower are required. Audited financial statements of the guarantor institutions, where applicable, are also required.

The Application Fee in the amount of \$500 should be made payable to the appropriate Authority. The Application Fee represents the costs incurred by the Authority including but not limited to, the cost of advertising for a Public Hearing (TEFRA) and other related agenda costs.

SECTION I. BORROWER/OCCUPANT INFORMATION

1. **Borrower** _____

Address _____

City/State/Zip Code _____

Contact _____ Title _____

Telephone _____ FAX No. _____

Email _____ Cell _____

2. **Occupant** _____

Address _____

City/State/Zip Code _____

Contact _____ Title _____

Telephone _____ FAX No. _____

Email _____ Cell _____

3. **Non-Profit Status**

Date of IRS Determination Letter _____

Federal Tax-Exempt Identification Number _____

4. **Background of Borrower**

Please provide a brief description of your governance, historic, and current activities.

SECTION II. LIST OF PROJECT PRINCIPALS

1. **Bond Counsel** _____
Address _____
City/State/Zip Code _____
Contact _____ Title _____
Telephone _____ FAX No. _____
Email _____ Cell _____

2. **Underwriter** _____
Address _____
City/State/Zip Code _____
Contact _____ Title _____
Telephone _____ FAX No. _____
Email _____ Cell _____

3. **Underwriter's Counsel** _____
Address _____
City/State/Zip Code _____
Contact _____ Title _____
Telephone _____ FAX No. _____
Email _____ Cell _____

4. **Trustee** _____
Address _____
City/State/Zip Code _____
Contact _____ Title _____
Telephone _____ FAX No. _____
Email _____ Cell _____

5. **Trustee's Counsel** _____
Address _____
City/State/Zip Code _____
Contact _____ Title _____
Telephone _____ FAX No. _____
Email _____ Cell _____

6. **Liquidity/Credit Provider** _____
Address _____
City/State/Zip Code _____
Contact _____ Title _____
Telephone _____ FAX No. _____
Email _____ Cell _____

7. **Borrower's Counsel** _____
Address _____
City/State/Zip Code _____
Contact _____ Title _____
Telephone _____ FAX No. _____
Email _____ Cell _____

SECTION III. PROJECT PLAN

1. **Description**

Please provide a brief description of the proposed project.

2. **PROJECT SCHEDULE**

Projected Date

Land/Facility Acquisition

Renovation/Construction

Construction Commencement

Construction Completion

Equipment

Equipment Ordered

Equipment Delivered

Has any part of the acquisition, construction, or ordering begun? _____ If yes, please provide a brief description.

3. **Land Use and Planning**

a) Does the proposed project comply with the current zoning regulations? _____ If no, please explain what steps will be taken to obtain the appropriate zoning.

b) What was the previous use of the land and are there any environmental problems associated with that use?

c) Will the proposed structure compliment the existing surroundings? _____ Please explain.

d) Does the proposed project comply with the master plan of the neighborhood, city, municipality, or county (whichever document is appropriate)? _____ Please explain.

4. **Community Impact**

- a) Is the project acceptable to the surrounding community? Please explain.

- b) Will there be temporary or permanent relocation of individuals as a result of the project? _____ If yes, how will this be administered?

c) Please identify below the project impact on employment:

Applicant's Current Number of Employees _____

Applicant's Current Annual Payroll _____

Number of New Jobs Anticipated
After Project Completion _____

Number of Existing Jobs that will be
Retained as a Result of this project _____

Number of construction jobs to be employed
During the construction or renovation
Phase of the project _____

- d) Will your project be LEED certified or will it fit standards equivalent to LEED certification?

5. **Benefit of Tax-Exempt Savings**

- a) Please provide an estimate of the savings realized from the use of tax-exempt bonds for this financing.

- b) How will students/patients benefit from the savings realized from the use of tax-exempt bonds?

SECTION IV. PROJECT FINANCING

1. List all costs of the project to be paid by either the Borrower or the Occupant.

<u>Use of Funds</u>	<u>Sources of Funds</u>			TOTAL PROJECT COST
	Authority (Bonds)	Equity	Grants/Loans	
Land	_____	_____	_____	_____
Bldg Acq	_____	_____	_____	_____
Const	_____	_____	_____	_____
Renovation	_____	_____	_____	_____
New Equip	_____	_____	_____	_____
Used Equip	_____	_____	_____	_____
Work Cap	_____	_____	_____	_____
Debt S Res	_____	_____	_____	_____
Cap Int/ Const Per	_____	_____	_____	_____
Reim Prior Cap Exp	_____	_____	_____	_____
Budget Cap Expend	_____	_____	_____	_____
Liq/Cr Enh	_____	_____	_____	_____
Closing Costs	_____	_____	_____	_____
Misc Cost (exp below)	_____	_____	_____	_____
TOTAL	_____	_____	_____	_____

Interest Rate: _____

Loan Term: _____

Miscellaneous Costs:

2. **Description**

Please provide a general description of the proposed financing.

3. **Refunding**

Is this financing to be a refunding of outstanding debt? _____ If yes, please attach a copy of IRA Form 8038 filed with respect to the outstanding debt to be refunded. If yes, is the Annual Fee due the Authority for the outstanding debt current? _____

4. **Liquidity/Credit Enhancement**

What is the type of liquidity/credit enhancement which will be utilized?

5. **Prior Authority Issues**

Please provide a list of bond issues completed by the Authority on behalf of the Borrower/Guarantor. Information should include the amount of each issue, the closing date and the principal amount of the obligation remaining outstanding.

CERTIFICATION BY BORROWER

The undersigned, being the duly authorized _____ of _____, (the Borrower) in a pending financing as described in the attached Financing Application hereby certifies as follows:

1. That the statements made in the foregoing Financing Application and in any information, material or document submitted to the Allegheny County _____ Authority in connection with this Financing Application are true and correct to the best of my knowledge.

2. That I am authorized to make this Certification.

Date

Borrower's Signature

Print Name and Title