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## MORTGAGE LOAN APPLICATION - SCHOOL

Greetings in the Name of our Lord and Savior, Jesus Christ!

Attached is the Church Extension Fund (CEF) Loan Application which should be completed and returned to CEF for submittal to the Board of Trustees for their approval of your loan request.

PLEASE NOTE: When the aggregate of loans for any school will exceed \$1,500,000.00, approval must be obtained from the Special Loan Committee of the CEF or the CEF District Convention. This may affect the timing of your application.

Mortgage loans may be made for a maximum of 25 years. Schools/associations requesting loans from the CEF may be requested to raise supporting investments up to 25% of the loan.

Under the loan terms, interest rates may be subject to adjustment by the CEF at the end of each two-year term of the loan. This is particularly important if we are to continue to offer the most favorable rates to our investors. For many years, the CEF has subsequently returned to our borrowers a Mortgage Interest Rebate after the end of the year, which has significantly reduced the effective interest rate on the loan. Prepayments are encouraged and may be made without penalty. The borrower will not incur closing costs such as points or administrative and other processing fees, only the cost of any filing fees, appraisal and environmental study if required, and the cost of title insurance. These costs may be included as part of the loan or paid as incurred.

The needs of mission stations and subsidized congregations will receive priority consideration, but, to the extent that funding is available, the needs of self-supporting congregations and schools/associations will be met. All schools/associations are encouraged, on the basis of good stewardship, to take advantage of the comparatively low cost of financing through the CEF.

As always, please do not hesitate to contact our office if you have any questions relating to this loan process.



**CHURCH EXTENSION  
FUND, INC.**  
Central Illinois District-LCMS

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## **MORTGAGE LOAN APPLICATION - SCHOOL**

AMOUNT OF LOAN REQUEST: \$ \_\_\_\_\_ DATE: \_\_\_\_\_

TERM REQUESTED: \_\_\_\_\_ Years TYPE: 2 YEAR ADJUSTABLE RATE MORTGAGE

PURPOSE (check one): Construction \_\_\_\_\_ Purchase \_\_\_\_\_ Remodeling \_\_\_\_\_ Other \_\_\_\_\_

Briefly describe purpose of loan: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

### **GENERAL INFORMATION**

Type of Corporation: \_\_\_\_\_ Not-for-Profit \_\_\_\_\_ Religious

SCHOOL: \_\_\_\_\_

STREET ADDRESS: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ COUNTY: \_\_\_\_\_ ZIP: \_\_\_\_\_

FEDERAL EMPLOYER IDENTIFICATION NUMBER (FEIN) \_\_\_\_\_ - \_\_\_\_\_

SCHOOL TELEPHONE #: \_\_\_\_\_ FAX#: \_\_\_\_\_

SCHOOL EMAIL: \_\_\_\_\_

NAME OF PRINCIPAL: \_\_\_\_\_

NAME OF CONTACT FOR THIS APPLICATION: \_\_\_\_\_

OFFICE TELEPHONE #: \_\_\_\_\_ HOME TELEPHONE #: \_\_\_\_\_

WHERE ARE CLASSES CURRENTLY BEING HELD? \_\_\_\_\_

LIST OF SUPPORTING CHURCHES/ASSOCIATION MEMBERS: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

NATURE OF CHURCH/ASSOCIATION RELATIONSHIP: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

TOTAL NUMBER OF VOTING MEMBERS: \_\_\_\_\_

NUMBER PRESENT AT MEETING WHEN PROJECT WAS APPROVED: \_\_\_\_\_

NUMBER FOR PROJECT: \_\_\_\_\_ AGAINST PROJECT: \_\_\_\_\_

**CHURCH/ASSOCIATION MEMBERSHIP**

	<u>CURRENT</u>	<u>LAST YR</u>	<u>2YRS AGO</u>
BAPTIZED:	_____	_____	_____
COMMUNICANTS:	_____	_____	_____
MEMBERSHIP CHANGES:			
GAINS: YOUTH CONFIRMED	_____	_____	_____
ADULTS CONFIRMED	_____	_____	_____
TRANSFERS IN	_____	_____	_____
TOTAL GAINS	_____	_____	_____
LOSSES: DEATHS	_____	_____	_____
TRANSFERS OUT	_____	_____	_____
REMOVALS, RELEASES, OTHER	_____	_____	_____
TOTAL LOSSES	_____	_____	_____
AVERAGE ATTENDANCE:			
SUNDAY SERVICES	_____	_____	_____
BIBLE CLASS-ADULT	_____	_____	_____
BIBLE CLASS-YOUTH	_____	_____	_____
SUNDAY SCHOOL	_____	_____	_____

***PROFILE OF MEMBERSHIP IN AGE RANGES:***

<u>AGE</u>	<u># OF CURRENT MEMBERS</u>
0 – 4 YEARS	_____
5 – 9 YEARS	_____
10-14 YEARS	_____
15-19 YEARS	_____
20-29 YEARS	_____
30-39 YEARS	_____
40-49 YEARS	_____
50-59 YEARS	_____
60-69 YEARS	_____
70-79 YEARS	_____
80 AND OVER	_____
<b>TOTAL MEMBERS NOW</b>	_____

**SCHOOL ENROLLMENT INFORMATION**

GRADE RANGE ATTENDING SCHOOL: \_\_\_\_\_

<b>ENROLLMENT BY GRADE:</b>	<u>CURRENT</u>	<u>LAST YR</u>	<u>3 YRS AGO</u>	<u>5 YRS AGO</u>
12	_____	_____	_____	_____
11	_____	_____	_____	_____
10	_____	_____	_____	_____
9	_____	_____	_____	_____
8	_____	_____	_____	_____
7	_____	_____	_____	_____
6	_____	_____	_____	_____
5	_____	_____	_____	_____
4	_____	_____	_____	_____
3	_____	_____	_____	_____
2	_____	_____	_____	_____
1	_____	_____	_____	_____
K	_____	_____	_____	_____
Preschool	_____	_____	_____	_____
<b>TOTAL ENROLLMENT</b>	_____	_____	_____	_____
Non-LCMS % of Enrollment	_____	_____	_____	_____

***ANTICIPATED FUTURE ENROLLMENT:***

Next Year: \_\_\_\_\_

In 3 Years: \_\_\_\_\_

In 5 Years: \_\_\_\_\_

## FINANCIAL HISTORY

<b>INCOME</b>	<u>CURRENT</u>	<u>LAST YEAR</u>	<u>2 YEARS AGO</u>
CHURCH FEES/SUBSIDY	_____	_____	_____
TUITION AND FEES	_____	_____	_____
GIFTS, BEQUESTS	_____	_____	_____
CONTRIBUTIONS	_____	_____	_____
SALE OF ASSETS	_____	_____	_____
OTHER _____	_____	_____	_____
<b>TOTAL INCOME</b>	_____	_____	_____
<b>EXPENSES</b>	<u>CURRENT</u>	<u>LAST YEAR</u>	<u>2 YEARS AGO</u>
SALARIES/BENEFITS	_____	_____	_____
OPERATING EXPENSES	_____	_____	_____
DEBT SERVICE	_____	_____	_____
OTHER _____	_____	_____	_____
<b>TOTAL EXPENSES</b>	_____	_____	_____
<b>NET OPERATING BALANCE GAIN(LOSS)</b>	_____	_____	_____
OPERATING ACCOUNT BALANCE	_____	_____	_____
BUILDING FUND BALANCE	_____	_____	_____

## PROJECTED FINANCIAL GROWTH

<b>INCOME</b>	<u>1 YR FROM NOW</u>	<u>2 YRS FROM NOW</u>
CHURCH FEES/SUBSIDY	_____	_____
TUITION AND FEES	_____	_____
GIFTS, BEQUESTS	_____	_____
CONTRIBUTIONS	_____	_____
SALE OF ASSETS	_____	_____
OTHER	_____	_____
<b>TOTAL INCOME</b>	_____	_____
<b>EXPENSES</b>	<u>1 YR FROM NOW</u>	<u>2 YRS FROM NOW</u>
SALARIES/BENEFITS	_____	_____
OPERATING EXPENSES	_____	_____
DEBT SERVICE	_____	_____
OTHER	_____	_____
<b>TOTAL EXPENSES</b>	_____	_____
<b>NET OPERATING BALANCE GAIN(LOSS)</b>	_____	_____

**FINANCIAL POSITION**

***EXISTING PHYSICAL FACILITIES OWNED:***

	<u>YEAR PURCHASED</u>	<u>ORIGINAL COST</u>	<u>PRESENT VALUE</u>	<u>LOAN BALANCE</u>
LAND	_____	_____	_____	_____
SCHOOL	_____	_____	_____	_____
PARSONAGE	_____	_____	_____	_____
OTHER	_____	_____	_____	_____

***INDEBTEDNESS OWED TO:***

LAND: \_\_\_\_\_  
SCHOOL: \_\_\_\_\_  
PARSONAGE: \_\_\_\_\_  
OTHER: \_\_\_\_\_

***OTHER ASSETS:***

UNRESETRICTED INVESTMENTS:

\_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ \$ \_\_\_\_\_

RESTRICTED INVESTMENTS:

\_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ \$ \_\_\_\_\_

OTHER:

\_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ \$ \_\_\_\_\_

***OTHER DEBT:***

OPERATING LOANS WITH:

\_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ \$ \_\_\_\_\_

OTHER:

\_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ \$ \_\_\_\_\_

## **BUILDING FUND PLEDGE PROGRAM**

# OF PLEDGES RECEIVED	_____
TOTAL AMOUNT PLEDGED	\$ _____
LESS TOTAL FUNDS CONTRIBUTED TO DATE	\$ _____
LESS TOTAL PLEDGES ANTICIPATED PRIOR TO PROJECT COMPLETION	\$ _____
REMAINING BALANCE TO BE RECEIVED AFTER COMPLETION	\$ _____
REMAINING BALANCE PROJECTED BY YEAR:	
YEAR 1 AFTER PROJECT COMPLETION	\$ _____
YEAR 2 AFTER PROJECT COMPLETION	\$ _____
YEAR 3 AFTER PROJECT COMPLETION	\$ _____
ANY REMAINING BALANCE	\$ _____

START DATE OF PLEDGE PROGRAM: \_\_\_\_\_

COMPLETION DATE OF PLEDGE PROGRAM: \_\_\_\_\_

### ***PLEDGE PROFILE***

Total Level of Contribution:	<u># of FAMILIES</u>	<u>TOTAL \$</u>
\$1 - \$500	_____	_____
\$501 - \$1,000	_____	_____
\$1,001 - \$2,000	_____	_____
\$2,001 - \$3,000	_____	_____
\$3,001 - \$4,000	_____	_____
\$4,001 - \$5,000	_____	_____
\$5,001 - \$10,000	_____	_____
\$10,001 AND OVER	_____	_____
<b>TOTAL PLEDGES</b>	_____	_____

**BUILDING PROJECT**

***FOR CONSTRUCTION/PURCHASE OF NEW FACILITIES:***

PROPERTY ADDRESS: \_\_\_\_\_

LOT SIZE: \_\_\_\_\_ LOCATION: \_\_\_\_\_ Urban \_\_\_\_\_ Suburban \_\_\_\_\_ Rural

LAND USE AND ZONING OF SURROUNDING AREA:

\_\_\_\_\_ Residential \_\_\_\_\_ Commercial \_\_\_\_\_ Industrial \_\_\_\_\_ Agricultural \_\_\_\_\_ Other

ZONING OF SCHOOL PROPERTY:

\_\_\_\_\_ Residential \_\_\_\_\_ Commercial \_\_\_\_\_ Industrial \_\_\_\_\_ Agricultural \_\_\_\_\_ Other

EMPLOYMENT STABILITY OF COMMUNITY IN WHICH SCHOOL IS/WILL BE LOCATED:

\_\_\_\_\_ Good \_\_\_\_\_ Average \_\_\_\_\_ Fair \_\_\_\_\_ Poor

AVAILABILITY OF UTILITIES: \_\_\_\_\_ Electricity \_\_\_\_\_ Gas \_\_\_\_\_ Water \_\_\_\_\_ Sewer

WAS AN APPRAISAL MADE OF THE PROPERTY? YES-AMOUNT\$ \_\_\_\_\_ NO \_\_\_\_\_

POPULATION: COMMUNITY \_\_\_\_\_ COUNTY \_\_\_\_\_

POPULATION GROWTH: \_\_\_\_\_ % LAST DECADE \_\_\_\_\_ % ANTICIPATED IN NEXT DECADE

# OF LUTHERAN CHURCHES IN AREA: \_\_\_\_\_ DISTANCE TO CLOSEST LCMS CHURCH: \_\_\_\_\_

HAS THIS PROJECT BEEN DISCUSSED WITH AREA LCMS CHURCHES: \_\_\_\_\_ YES OR \_\_\_\_\_ NO

***BUILDING/LOAN INFORMATION:***

COST OF BUILDING: \_\_\_ Estimate \_\_\_ Bid \$ \_\_\_\_\_

COST OF FURNISHINGS: (Desks, Equipment, Etc.) \$ \_\_\_\_\_

COST OF LAND/SITE: \_\_\_ District \_\_\_ Other \$ \_\_\_\_\_

SITE IMPROVEMENTS: (Landscaping, Parking, etc.) \$ \_\_\_\_\_

ARCHITECT FEES \$ \_\_\_\_\_

TITLE INSURANCE, LEGAL SURVEY, ETC. \$ \_\_\_\_\_

CONSTRUCTION LOAN INTEREST \$ \_\_\_\_\_

PERFORMANCE/PAYMENT BOND \$ \_\_\_\_\_

TOTAL OF ABOVE \$ \_\_\_\_\_ (A)

CURRENT DEBT TO BE REFINANCED \$ \_\_\_\_\_ (B)

(SOURCE: \_\_\_ District \_\_\_ Commercial \_\_\_ Other)

TOTAL BUILDING FUND NEED (A) + (B) \$ \_\_\_\_\_ (C)

LESS:

CURRENT BUILDING FUND RECEIPTS TO BE USED \$ \_\_\_\_\_

PROJECTED PLEDGE CONTRIBUTIONS BY COMPLETION \$ \_\_\_\_\_

OTHER ANTICIPATED RECEIPTS-SOURCE \_\_\_\_\_ \$ \_\_\_\_\_

TOTAL RECEIPTS TO BE APPLIED TO PROJECT \$ \_\_\_\_\_ (D)

**NEW LOAN REQUIREMENTS (C) - (D) \$ \_\_\_\_\_**

ESTIMATED CONSTRUCTION START DATE: \_\_\_\_\_ ESTIMATED COMPLETION DATE: \_\_\_\_\_



**VERIFICATION**

I/We hereby verify that I/we have reviewed this application and that to the best of my/our knowledge and belief that the information contained herein is true and correct.

**AUTHORIZED SIGNATURES**

<hr/>	
Name	Office
<hr/>	
Name	Office
<hr/>	
Name	Office

**CERTIFICATE OF CORPORATION SECRETARY**

I hereby certify that I am the duly qualified and acting Secretary of the above referenced school/association, a corporation duly organized under the laws of the State of Illinois, and as such have custody of the books of said corporation, and that the attached instruments entitled Constitution and Bylaws of said corporation, are as of this date, true, correct and complete copies of said instruments, including all amendments which are now in full force and effect.

I hereby also certify that at a lawful meeting of the voting body of said school/association held on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, at which a quorum was present, the following resolution was adopted:

BE IT HEREBY RESOLVED, that the school/association apply for a loan with the Central Illinois District Church Extension Fund, Inc. in the amount of \$ \_\_\_\_\_ for the purpose of

Secretary \_\_\_\_\_

Date \_\_\_\_\_