



NY Forward Loan Fund (NYFLF)

NYSBDC.org



UNIVERSITY AT ALBANY
State University of New York

NY Forward Loan Fund (NYFLF) Webinar Agenda

1. NY Forward Program Overview
2. Eligibility Requirements
3. Regional Loan Distributions
4. Application Process

NY Forward Loan Program Overview

- Small Businesses, Non-Profits and Small Landlords
- Working Capital Loans of up to \$100,000
- Timed to support re-opening efforts
- NOT Forgivable – 5 year term

Fund distribution by business type:

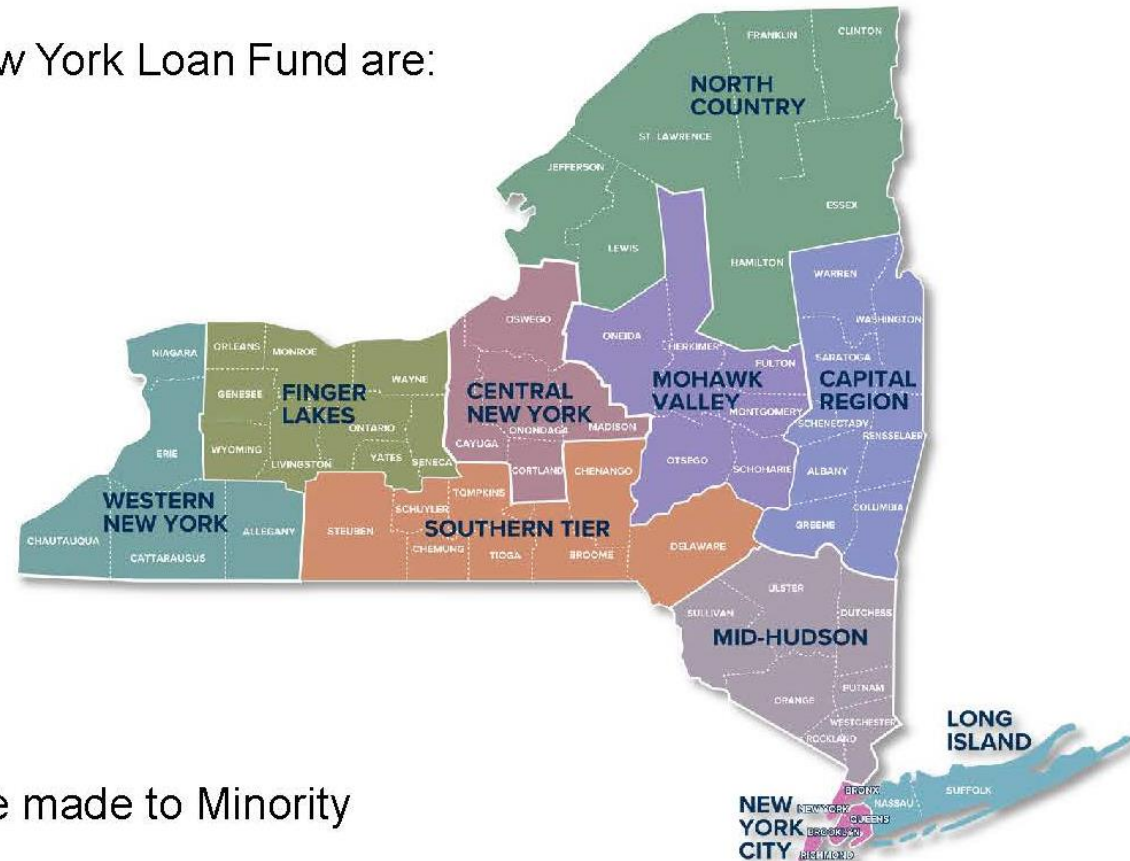
- 65% Small Businesses
- 30% Small Landlords
- 5% Non-Profit Organizations

Regional Fund Distribution

New York Forward Loan Fund – Geographic Proportionality

The geographic proportionality goals for the New York Loan Fund are:

Capital Region 4%	Mohawk Valley Region 4%
Central NY Region 4%	New York City Region 30%
Finger Lakes Region 4%	North Country Region 4%
Mid-Hudson Region 12%	Southern Tier Region 4%
Long Island Region 18%	Western NY Region 8%



- In addition at least 60% of the loans will be made to Minority and/or Women owned businesses.

Participating Lenders

Although the loans will be written and processed by a Community Development Financial Institution (CDFI), you CANNOT apply to the lender directly. In order to qualify for the NY Forward Loan Fund, you must apply at www.nyloanfund.com

Small Businesses Loans

- Accion East
- National Council Impact Loan Fund
- Pursuit
- TruFund Financial Services

Non-Profit Loans:

- National Development Council Impact Loan Fund
- Tru Fund Financial Services

Small Landlord Loans:

- Community Preservation Corporation

NYFLF Small Business Loan Terms

Loan Amounts:

Whichever is smaller...

- Up to \$100,000 or
- 3 Month Average Revenues (Pre-Covid-19 Outbreak)

The 3-month average can be from any period in 2019 or January to March of 2020.

Fixed Annual Interest Rate of 3%

5-Year Term

- Interest Only Payments for months 1-12
- Interest and Principal for months 13-60

NYFLF Nonprofits Loan Terms

Loan Amounts:

Whichever is smaller...

- Up to \$100,000 or
- Average monthly expenses for a 3-month period prior to the Covid-19 outbreak

The 3-month average can be from any period in 2019 or January to March of 2020.

Fixed Annual Interest Rate of 2%

5-Year Term

- Interest Only Payments for months 1-12
- Interest and Principal for months 13-60

NYFLF Small Landlord Loan Terms

Loan Amounts:

Whichever is smaller...

- Up to \$100,000 or
- Projected reduction in 3 months net operating income based on actual lost income for the months of April 2020 or May 2020

Fixed Annual Interest Rate of 3%

5-Year Term

- Interest Only Payments for months 1-12
- Interest and Principal for months 13-60

NYFLF Loan Terms –All Categories

Use of Funds:

Any legitimate business operating expense including:

- Working Capital
- Inventory
- Marketing
- Social Distancing Refitting
- Operating and Emergency Maintenance
- Property Taxes
- Utilities
- Rent
- Supplies

A detailed list of anticipated expenses will be required at the time of application.

- Cannot be used to refinance other business loans
- Borrower Fees:
 - No application fees
 - Late fees will apply to missed payments
- No collateral is required
- No pre-payment penalty

NYSFLF Eligibility – All Categories

- Have not received a Paycheck Protection Program Loan (PPP)
- Have not received an Economic Injury Disaster Loan (EIDL)
- Have suffered direct economic hardship as a result of Covid-19
 - Related to social distancing policies and/or stay at home order that have materially impacted their operations.
- Been in business for at least 1 year as of the date of application
- Be headquartered in and do business in the State of NY

The pre-application should be completed and submitted by the owner of the business with the largest ownership interest, and that all owners with more than 20% ownership will be required to attest to the information therein.

NYSFLF Small Business Eligibility

- Employ 20 or fewer FTE employees
- Have gross revenues of less than \$3 million per year

NYSFLF Ineligible Small Businesses

1. Corporate-owned franchises
2. Not-for-profit social clubs
3. Branch banks
4. Payday loan stores
5. Pawnshops
6. Astrology, palm reading
7. Liquor stores, nightclubs
8. Adult bookstores, massage parlors, strip clubs
9. Track wagering facilities
10. Trailer-storage yards
11. Marijuana dispensaries.

NYSFLF Nonprofit Eligibility

- Organized as a 501(c)(3) or faith-based organization (cannot be used for support of religious worship or activities)
- Provide direct services to New Yorkers for example:
 - Day care services, legal aid, food banks, soup kitchens, after school programs, senior services, educational programs, clothing banks
- Have an annual operating budget of less than \$3 million

NYSFLF Landlord Eligibility

- Have no more than 200 units under ownership, with no single property greater than 50 units
- Properties must either be located in:
 - Low to moderate income (LMI) census tract or
 - Meet a rent test where property rents are affordable to tenants of low to moderate income
- Must have a positive cash flow for a 12-month period prior to NYFLF loan request

NYSFLF Landlord Eligibility

- Must have an active forbearance agreement for their mortgage or proof that they have not missed a monthly debt service payment in the last 12 months and/or no active mortgage.
- Must be current on their property taxes as of March 2020
- Must attest that they will not evict Covid-19 impacted non-paying tenants
- Properties must be in good repair, with no life safety violations

NYSFLF Application Documentation – All Categories

- Most recently filed tax return (2019 or 2018)

If available and required by the lender. If not available, internally generated income statements or other documentation to determine cash flows.

- Schedule of Ownership

Name, address, Social Security number, phone number, e-mail, percentage of ownership, and photo ID for any owners with more than 20% ownership stake.

- Executed Attestation Form

Will be provided by the lender

NYSFLF Application Documentation – All Categories

- Brief description of Covid-19 impacts on jobs and revenues
1 to 2 paragraphs, outline, key word is BRIEF
- Evidence of legal formation of business entity
Articles of Incorporation, Partnership Filing, DBA Filing, etc.
- Personal Credit Report
If applicable

NYSFLF Nonprofit Application Documentation

- Most recent audited or reviewed financial statements
- Most recently filed IRS Form 990
- Nonprofit board approval and resolution
- Executive team member information
Name, address, social security number, phone #, e-mail & photo ID

NYSFLF Landlord Application Documentation

- 2019 Income and Expense statement
- Property Rent Roll showing economic impact
- Executed Attestation Form
Will be provided by the lender

Pre-Application Questions

1. How much do you want to borrow?

- The maximum loan amount for the New York Forward Loan Fund is \$100,000. The amount you are eligible for depends on:
 - For small businesses, the maximum loan amount is 3 months average monthly revenues before the COVID-19 outbreak, up to \$100,000.
 - For nonprofits, the maximum loan amount is 3 months average monthly expenses before the COVID-19 outbreak, up to \$100,000.
 - For small landlords, the maximum amount is the projected reduction in income for three months, up to \$100,000.

2. How do you plan to use your loan?

- Proceeds are required to be used for working capital. Please select working capital.

3. When do you need financing by?

- Please choose the timing range closest to your needs. The options are: (1) Today, (2) In the next two weeks, (3) Within 1-2 months or (4) I'm researching.

Pre-Application Questions

4. Tell us a little about your business.

- Business should detail your name, business type, industry and time in business.
- Applicants must have been in operation for at least one year.
- Small landlords should select “landlord” as their industry.

5. Where is your business located?

- Applicants must have a valid business address within the State of New York.
- For landlords, your building(s) must be located in the State of New York.

6. How should we reach you?

- Please include the contact information for the primary owner or an owner with >20% stake.
- For nonprofit applicants, please include contact information for a member of the organization’s executive team.

Pre-Application Questions

7. What was your total revenue last year?

- For small business, the maximum gross annual revenues are \$3 million.
- For nonprofits, please use your annual operating budget and cannot exceed \$3 million.

8. Did you earn a profit last year?

- Select Yes or No.

9. What was your annual net profit last year?

- Enter an approximate value.

Pre-Application Questions

10. I need a few more details about your business.

- Small businesses and nonprofits must employ 20 or fewer full-time equivalent (FTE) employees.
- Small landlords should include total number of units instead of their full-time employee count.
- Prior bankruptcies will not disqualify you from receiving a New York Forward loan.

11. Do you have collateral to support the loan?

- The New York Forward Loan Fund does NOT require collateral to receive a loan.

12. How much revenue do you expect to make this year?

- Select an estimated value.

Pre-Application Questions

13. Do you have a business plan?

- A complete business plan will include financial projections, a market analysis, and an overview of your business.
- It is not required to have a business plan to receive a New York Forward Loan Fund loan.

14. Is your business owned by women, people of color, veterans, and/or LGBTQ-identifying people?

- For small businesses and landlords, please answer for any owner with >20% stake in the business.
- For nonprofits, please answer for your executive team.
- Select Yes or No (If you select No, your next question will be number 16).

Pre-Application Questions

15. Is your business owned by women, people of color, veterans, and/or LGBTQ-identifying people?

- Select all that apply.
- For small businesses and landlords, please answer for any owner with >20% stake in the business.
- For nonprofits, please answer for your executive team.

16. What is your Personal Credit Score?

- The loan applicant business owner(s) is subject to a credit check.
- Nonprofits are not subject to credit checks.



Questions?

For assistance:

Existing clients:

Please e-mail and/or call your advisor to schedule an appointment. Emily Loughlin, Jen Kilcoyne, Matt Hosek, Tom Reynolds, Walter Burke.

New Clients:

Go to www.nysbdc.org, click on Make an Appointment, and submit the form to have an advisor assigned to assist you.

