Green Loan Fund Project Guidelines

Overview
In partnership with The Associated: Jewish Community Federation of Baltimore (The Associated), Pearlstone is proud to administer and offer the Green Loan Fund for qualifying organizations within the Baltimore not-for-profit community.

What Projects will be considered?
Loans will be given for capital improvements that improve the efficiency of the facility. A return on investment (ROI) must be predicted and calculated before the project begins and after the project is completed. Projects must have a payback period of under five years for consideration. Example projects are:

- Lighting improvement/upgrades/retrofits
- Mechanical equipment upgrades/retrofits/replacements
- Automation and controls for lights and/or mechanical equipment
- Geothermal installation
- Solar or wind generation
- Generators/battery back-up

How will a Loan determination be made?
Loans are facility dependent, to be determined on a case-by-case basis. Issues to be considered:

- What is the environmental benefit and/or carbon footprint reduction?
- What is the financial stability of the institution and the of ability/feasibility to pay back the loan?
- How many projects is the institution considering? Is this a multi-phase upgrade, or one project?
- How much is the institution investing in the proposed project(s) (resources, capita, etc.)?
- What is the likelihood of project moving forward if full requested amount is not loaned?
- Is the institution leveraging rebates/other funding sources to reduce net out of pocket expense?
- Is the project addressing large one-time capital investment due to end-of-life equipment? Would the failure of this equipment cause significant financial detriment to the institution?
- Does the institution have a plan, fund or reserve for capital improvements?
- Notes on loan determination:
  - If the loan is covering amount of rebate or grant, that amount would be paid back in one lump sum payment to the Associated.
  - If multiple loan requests are received at once, the best ROIs will be considered first.
  - Short ROIs may make for easier paybacks.

Loan Size
Loans are facility dependent and will be determined on a case-by-case basis. Loan size is capped at $170,000.

Loan Fees
All loans will be subject to a 2% administrative fee, payable to the Associated.

Revised October 2018
Green Loan Fund Application Requirements

1. Any request for a loan (or loan guarantees) must be made in writing, and shall include, at a minimum:
   - The amount of the requested loan
   - The proposed use of the loan amount
   - Other attempts to obtain financial assistance
   - Proposed terms of the loan including:
     - Collateral offered
     - Payback terms

2. Any request shall be accompanied, at minimum, by:
   - The attached application
   - A current budget
   - A current business plan
   - Financial statements for the prior three (3) years

3. Any request shall include contact information for institutional representatives to:
   - Participate in the Pearlstone Sustainability Coalition
   - Assist in writing a case study that promotes the Green Loan Fund
   - Promote the project and participation in the Green Loan Fund via social media
# Green Loan Fund Application

## Contact Information and Summary

<table>
<thead>
<tr>
<th>Name of Organization</th>
<th></th>
</tr>
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<tbody>
<tr>
<td>Project Manager</td>
<td></td>
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<tr>
<td>Phone Number</td>
<td></td>
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<tr>
<td>E-mail Address</td>
<td></td>
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</tbody>
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**Project Summary/Proposed Use of Loan (100 words)**

## Cost Information

<table>
<thead>
<tr>
<th>Total Materials Cost and Labor</th>
<th>$</th>
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<tbody>
<tr>
<td>Less Rebates/Incentives</td>
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<tr>
<td></td>
<td>(provide documentation of attempts to obtain financial assistance)</td>
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<tr>
<td>Net Cost of Project</td>
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<tr>
<td>Annual Savings</td>
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<tr>
<td>Payback Period</td>
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<tr>
<td>Total Loan Amount Requested</td>
<td>$</td>
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</tbody>
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Please attach at least 2 quotes from vendors for the work you’d like to do and send information to:

**JOAN D. PLISKO, PH.D.** | Community Sustainability Director  
P: 410-500-5378 | F:410-429-4723 | iplisko@pearlstonecenter.org  
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