Catalyst Term Loan
Required Application Documentation

A. Loan Application
☐ Catalyst Term Loan Application

B. Technical Documents
1. ☐ Construction/installation schedule
2. ☐ Contractor agreements for installation
3. ☐ Energy Savings Analysis / Audit Report
4. ☐ Utility documentation confirming energy savings / utility incentive

C. Financial Documents
1. ☐ Current year operating budget for the property
2. ☐ Previous two years':¹
   a. Income/operating statements,
   b. Statements of cash flows, and
   c. Balance sheets for the property
3. ☐ Copy of most recent appraisal
4. ☐ Proof of insurance for the property
5. ☐ If residential / multifamily, rent/lease roll for property, including lease expiration dates
6. ☐ Copy of most recent mortgage statement
7. ☐ For Affordable Housing Projects, please provide:
   a. ☐ Names of mortgage holders
   b. ☐ The other types of property debt
   c. ☐ Status of liens against property
   d. ☐ Types and amounts of subsidies received
   e. ☐ Agency contacts of subsidy providers

Contractors may request a pre-review with the Program Administrator to ensure compliance.

¹ Audited or reviewed for all statements is preferred; if unaudited/unreviewed, supply complete copy of most recent 2 years tax return packages.