

## FJC Building Loan Program – Info Sheet

### Why apply for an interest free loan?

The Building Loan Program's interest free loans provide camps with access to cash to cover short-term capital expenses, typically while fundraising pledges are being paid out over multiple years. Loans enable shorter turnaround time to start capital improvements at camp.

Camps should only apply if they have high confidence that the project will be moving forward within 6-12 months of the application. Additionally, camps must demonstrate an ability to pay back the loan over a five-year term (on a quarterly basis), through their financial statements and/or through a fundraising plan that demonstrates both current commitments and a strategy for raising additional funds.

The interest-free loan program may also be appropriate as an alternative to a private building loan (e.g., from a bank), helping camps to save money on interest expense, legal fees, and other costs associated with private loans. This may be especially true as interest rates continue to climb (please note: interest-free loans will not be available for camps with existing mortgages or liens, and camps cannot take out a mortgage before repaying the FJC building loan in full).

### Loan Eligibility and Project Requirements:

- A qualified nonprofit Jewish overnight camp that is part of FJC's network and served a minimum of 125 campers/session in the previous summer (or summer 2019). *Non-residential facilities will be considered on a case-by-case basis.*
- Loans will only cover **up to 50%** of the project cost (a "project" can be a portion of a larger capital project or several capital improvements bundled together)
- The maximum loan amount is:
  - Up to \$750,000 for camps with 250 campers or less
  - Up to \$1,000,000 for camps with 251 campers or more
- FJC desires to make loans for construction and renovation projects that expand camper capacity. While projects that upgrade accommodations or facilities (even if they don't increase the number of campers that can be accommodated during the summer) may still be eligible, preference will be given to projects that clearly enable a camp to serve more campers or staff.\*
- For Canadian camps only: Camps with a US-based entity that can serve as the borrower are encouraged to apply. For Canadian camps without US-based entities, please contact FJC as the process can be reviewed and considered on a case-by-case basis.

### *\*Sample Preferred/Eligible Projects:*

*Preferred Projects: New or expanded camper cabins, new or expanded staff cabins, new or expanded dining hall, new gymnasium or sports fields, new or restored septic system, or development of land for a new specialty program.*

*Eligible Projects: Renovations to existing cabins, staff housing or dining hall, new infirmary, or new laundry facility.*

### **Application Requirements & Documents:**

- Pre-eligibility application ([online form](#))
- FJC Application\* and supporting documentation, which will include:
  - Basic information about the camp and its mission and program, a project description, project budget, and loan amount request
  - Most recent audit or accountant's review and most recent financials
  - IRS Letter of Determination
  - Most recent Form 990 (if applicable) or an explanation if you do not need to file.
  - List of board members
  - Fundraising plan (if applicable)

*\*Based on review of the pre-eligibility application, FJC will invite qualified candidates to apply*

### **Building Loan Program Camp Expenses:**

- Letter of Credit arranged through an A-rated financial institution acceptable to FJC
- Legal costs (if any; many camps are able to find pro bono assistance from board members or other supporters)
- Filing fees
- Annual CSI (~\$2500/year)

### **Reporting & Administration Requirements for Loan Recipients:**

Participating camps will be responsible for providing the following during the life of the loan:

- Quarterly payments. (Following a grace period of 3 months, camps will be required to make equal quarterly principal re-payments over the remainder of the loan period, which is a maximum of 5 years)
- Updating FJC on construction and fundraising progress on a semi-annual basis
- Updating FJC on potential risks and opportunities for the project
- Completing the Annual Camp Census in full and on time
- Participating and administering CSI (at cost of the camp)

### **Building Loan Closing Documents:**

- Loan Checklist Worksheet (FJC will provide)
- Loan Agreement (FJC will provide draft agreement)
- Promissory Note (FJC will provide draft note)
- Letter of Credit (Beneficiary is Charitable Associates)
- Officer's Certificate
- Secretary's Certificate
- Board Resolution
- Certificate of Insurance naming both FJC and Charitable Associates as additional insureds.
- Opinion of Counsel (only upon request from FJC)

**Loan Timeline:**

**Date:**

November 1 <sup>st</sup>	Pre-Eligibility Form – <i>(please note this form is available all year-round, but to be considered for a given loan year, form must be completed by Nov 1)</i>
Mid-November	FJC will notify camps invited to apply and schedule intake call
Mid-December	Loan Application Deadline
Mid-January	Loan Notifications
First week of April OR	Final Closing Documents Submitted to FJC for early April closing
First week of July	Final Closing Documents Submitted to FJC for early July closing

**FJC Staff Contact:**

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Loan Administrator: Greta Shamilov, Senior Accountant ([greta@jewishcamp.org](mailto:greta@jewishcamp.org))