

THE OFFICE OF ECONOMIC AND COMMUNITY DEVELOPMENT
CITY OF BRADFORD

SMALL BUSINESS EMERGENCY LOAN PROGRAM

Eligibility:

Eligible applicants for the Small Business Emergency Loan Program will include businesses located within the City's Enterprise Zone area, which includes the City of Bradford, Bradford Township, Foster Township and Borough of Lewis Run. Priority will be given to businesses located within the City of Bradford. Approval is based on fund availability. Eligible applicants will be a for-profit business corporation, limited liability company, partnership, proprietorship or other business entity located within the City's Enterprise Zone area. Applicants need to be current with any additional loans held with the City's Office of Economic and Community Development.

Purpose of Program:

The purpose of the program is to immediately support businesses affected by COVID-19 who are awaiting state or federal relief or a more stable business environment.

Use of Funds:

Small Business Emergency Loan funds can be used for critical working capital used by a small business for operations excluding fixed assets and production machinery and equipment.

Service Area:

City of Bradford, Bradford Township, Foster Township and the Borough of Lewis Run.

Credit Score:

Applicant must have a minimum credit score of at least 650.

Interest Rate:

1%.

Term:

Payment/interest will be deferred for the first 90 days of the loan. Loan term will be 36 months. Repayment of the loan is structured as equal payments with interest for 36 months.

Fees:

Application fees and closing costs are waived. An annual service fee of \$100.00 will be assessed in January of each year. Applicants are responsible for UCC filing fees.

Insurance Requirement:

- Hazard Insurance with a standard mortgage clause naming the City of Bradford – OECD as beneficiary.

Funding:

The maximum loan amount is \$10,000.

Application Process Requirements:

Application form, and two years business and personal financial statements/income tax return. A credit report is obtained from CBCInnovis, Inc.

Collateral:

The loan shall be secured by a blanket lien on all business assets currently owned or acquired in the future at the highest lien position available. The loan shall be guaranteed by any individual or entity with a 20% or greater ownership interest in the business.

Employment Requirement:

None.

Monitoring and Reporting Requirements:

Recipients of the Economic Development Loan Funds will provide, upon request, quarterly or monthly financial statements, yearly financial statements, annual audit, annual performance cash flow, etc.

Equal Opportunity and Nondiscrimination Requirements:

The recipient will not discriminate against any employee on the basis of sex, marital status, race, color, religion, national origin, age, physical or mental disability.

Handicap Accessibility:

The recipient's office facilities and all places where the recipient meets with the public must be accessible to the public where physically handicapped persons may be employed or visit. The office layout must be in compliance with the Uniform Federal Accessibility Standards (UFAS) or the Americans With Disabilities Act (ADA), as appropriate. If the office is not currently in compliance, a transition plan must be developed to bring the office in compliance over a one-year period of time.

Contact:

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